



Getting Started with flexmls® Web

The flexmls system supports the most current version of the following browsers:

For PC – Firefox, Internet Explorer
or Macintosh OS 10.x - Firefox

- Your broker has MLS access through:**
- Phoenix Association of REALTORS®
 - Scottsdale Association
 - Southeast Valley Association
 - West Maricopa County Association
 - Western Pinal Association

IMPORTANT!!!!

If your BROKER has MLS through another association you will need to contact that Association for help with MLS.



BUT.....if your BROKER has MLS through **PAR** we will be happy to enter/make changes to your listings for **FREE!** *(With proper paperwork)*

Logging In

Type <http://armls.flexmls.com/> in the address bar of your web browser.

Type your User Name (**all in lower case**). _____

Type your password (case sensitive) and click **Login**. _____

The ARMLS End-User License Agreement may appear. If so, read the agreement and click **I Agree** to continue.

A Password Change Prompt may appear. If so, enter the requested information and click **Next**. A prompt will appear to login with your new password.

A Profile Page may appear requesting that you confirm/update your personal contact information. Verify the accuracy of the information and click **Next**.

flexmls Help

As you are using the system, you may click on the red “?” Help icon in the upper right corner to learn about the screen you are currently viewing. - **OR** -

Click on User Guides on the flexmls Menu to see:

- flexmls Manuals – downloadable .pdf user manuals
- flexmls Tutorials – online mini movies for covered functions

Message Board and Links provide important information and links that are updated regularly.

Important Numbers

480-303-7020 – ARMLS Helpdesk Mon-Fri 8:00 am – 5:00 pm

480-303-7021 – ARMLS Data Integrity Mon-Fri 8:30 am – 5:00 pm

480-921-7777 – ARMLS Main Line for questions on billing, etc.

www.armls.com – ARMLS Web site Register online for classes