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**Messaging Bulletins: OREF Communication in your zipForm® Program**

OREF is pleased to report that we are providing OREF subscribers with important subscriber benefits notification within your Oregon Forms on the zipForm® software program. As a subscriber, you will receive a brief bulleted update four (4) times a year to alert you of important subscriber benefits such as continuing education, the annual Forms Summary postings, the January 2018, Forms Changes seminars and webinars and zipLogix zipTMS® usage trainings.

**zipForm® Plus ADVANCED features are all the RAVE Webinar, December 12, 1:00 p.m.**

<https://attendee.gotowebinar.com/register/4735664037778657283>

- Understand the Summary Screen
- Understand the Progress Bar
- Explore the form tools in your Transactions
- Use the Clause Manager
- Use the Field Lookup Manager
- Use the Mortgage Calculator
- Collaborate with Agents via zipCommunity™
- Use the Chat feature
- Understanding PDF Split

**Walk through both zipLogix Digital Ink® and DocuSign® Webinar, December 14, 1:00 p.m.**

<https://attendee.gotowebinar.com/register/1914163269292889345>

Whether you use zipLogix Digital Ink® or DocuSign®, learn the best tips and tricks of both supported e-signing platforms using zipForm® Plus!

- Brief Overview of both zipLogix Digital Ink(R) and DocuSign®,
- Discuss product subscription and member benefit information,
- Show how each product configures with the zipForm® Plus platform in Settings,
- Walk through the e-signature packet creation process with both zipLogix Digital Ink® and DocuSign® and
- Demonstrate signing with each product.

**2018 Forms Summary: posting on Wednesday, December 13**

Annually, OREF prepares and posts the Forms Summary to provide OREF subscribers advance notice of new forms. This Summary includes the new Forms Library overview and a narrative summary of what forms have changed from 2017 to 2018. Log on to <http://orefonline.com/forms/form-changes/> to preview and/or print off the 2018 Forms Summary.

**2018 Oregon Forms Library Goes Live on Thursday, December 28**

Mark your calendar for your 2018 Library! Your 2018 Oregon forms will go live on zipLogix's zipTMS® software platform on approximately, Thursday, December 28!

**2018 Forms Changes Seminars and Webinars**

Plan now to participate in one of the 10 + 2018 Forms Changes Seminars and/or Webinars.

<http://orefonline.com/wp-content/uploads/2017/07/2018-OREF-Forms-Changes-Seminars-and-Webinars-3.pdf>

A big thank you goes to instructors Steve Russell, Wendy Adkisson, Marie Due and Byron Hendrickson.

## **Templates? Are you Ready for 2018?**

In 30 days your OREF Forms Library will transition to 2018. Are your brokerage and you ready to transition the templates that you utilize with your Oregon real estate transactions? If not, now is the time to prepare for your 2018 transactions. OREF updates your Oregon Real Estate Forms library annually as does your local Multiple Listing Service (MLS)! Now is the time to review your brokerage templates to ensure that they are ready for your 2018 real estate transactions.

**How to Create a Template:** <http://support.zipform.com/zf6/KBA-01500.asp>

### **Template Creation Support Guide in zipForm® Plus**

<https://ziplogix.com/knowledge-base/template-creation-support-guide-in-zipform-plus/>

## **2017 OREF – OnlineEd Four (4) FREE CE, On-Line Curriculum --Concludes Dec. 31!**

[http://www.onlineed.com/system/pages/courses.php?package=505&f=show\\_details&state=Oregon&field=2&nc=1](http://www.onlineed.com/system/pages/courses.php?package=505&f=show_details&state=Oregon&field=2&nc=1)

- 2017 Residential Sale Agreement Update and Matrix - Clause by Clause
- Onsite Sewage System and Private Well Addenda
- Agency Disclosures and Agreements
- The Contingent Right to Purchase

## **2018 OREF – OnlineEd Four (4) FREE CE, On-Line Curriculum**

**Available January 2, 2018**

<http://orefonline.com/wp-content/uploads/2017/11/OnlineEd-2017-online-curriculum.pdf>

Thank you instructors Jeff Wiren of Premiere Property Group, LLC, Steve Russell of Windermere Stellar, Evan Swanson of Mortgage Trust, Inc. and Phil Querin, Q-Law!

- How to Manage a condo or planned community sale with regard to HOA document review and use of OREF # 059 Receipt of Reports / Removal of Contingency
- Understanding the Finance Contingency
- Sale Agreement Contingencies and Proper Termination
- 2018 Residential Sale Agreement (# 001) and Matrix (# 001 MX)

## **20<sup>th</sup> Year Anniversary**

Thank you OREF subscribers for 20 years! OREF celebrates our 20<sup>th</sup> year anniversary, 2017, throughout the close of December 2017! We appreciate every subscriber and value your subscription.

## **Happy Holidays!**

Your OREF, LLC Board, Forms Committee and Staff wish OREF subscribers the best of holiday wishes! May you, your families, brokerages and employees have a safe, relaxing and family / friend shared Thanksgiving, Christmas and New Year celebrations!

## **Terms of Service: Violations and Illegal Use**

If you are utilizing OREF forms as powered by zipForms® and you are not the paying subscriber, you are illegally utilizing the electronic forms. Oregon Real Estate Forms, LLC is monitoring the illegal misuse of the real estate transactional forms and as we become aware of any and all appearances and/or actual cases of unlawful use, the associated parties will be issued a demand to cease and desist and further legal action. If you as a subscriber are aware of unlawful use, we encourage you to advise OREF by sending an e-mail to [eo@orefonline.com](mailto:eo@orefonline.com) and/or by calling (503) 459-0195. Per the terms of service as agreed upon by all new and renewing subscribers, as well as posted on OREF, LLC website of

<http://orefonline.com/electronicforms.asp>, the grant of license states "Licensor hereby grants you a limited, revocable, nonexclusive, personal and nontransferable license to access and use the Forms via the Internet for your own direct personal use in conducting certain professional real estate activity within the State of Oregon."