

# How to Subscribe to the Vail MLS Broadcast Email System

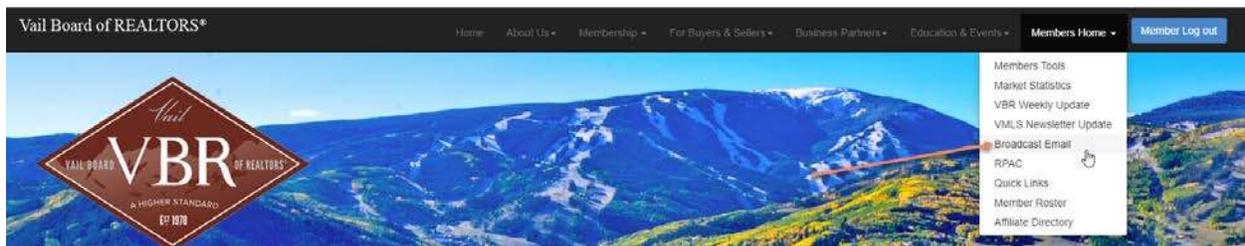
## Step 1:

Go to [www.vbr.net](http://www.vbr.net), click on Member Login. This will take you to the login page where you will need to enter in your User ID, click Submit. Then, you will be prompted to enter your password, click submit. You will then be redirected to the [www.vbr.net](http://www.vbr.net) website



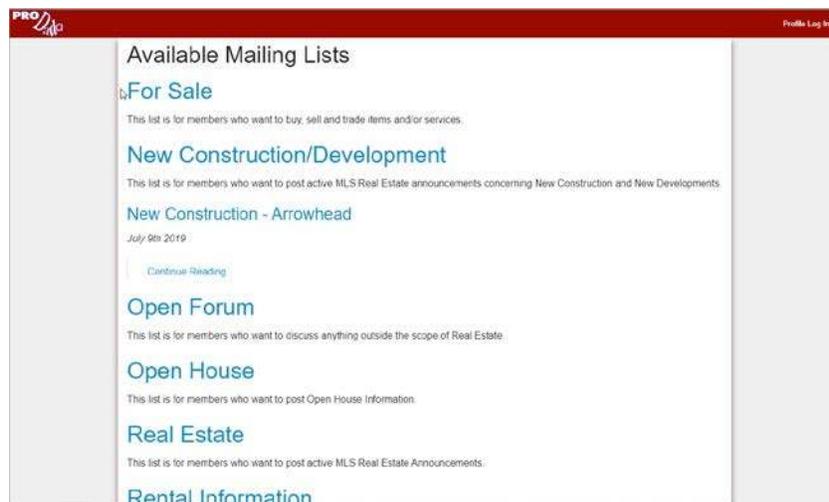
## Step 2:

Click on Member's Home, then Broadcast Email



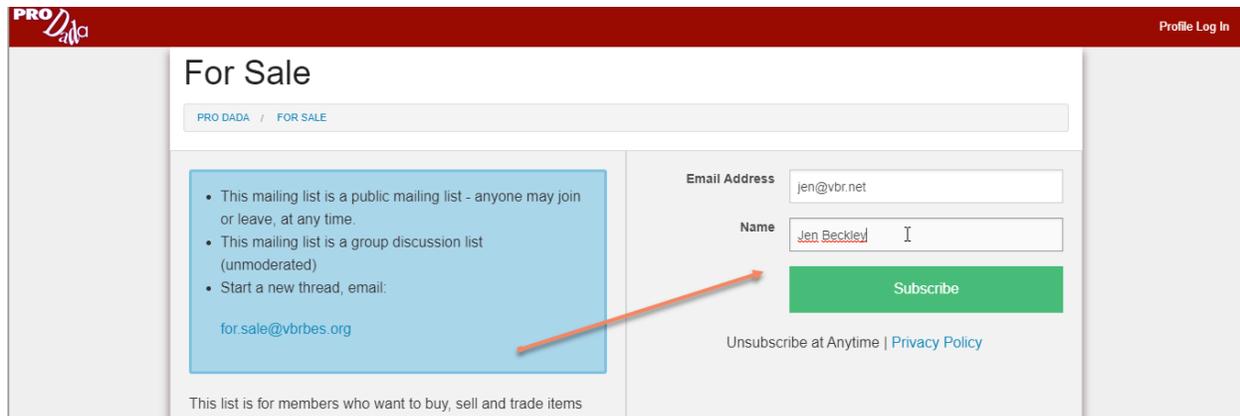
## Step 3:

Choose the email list that you wish to subscribe to. If you want to subscribe to more than one list, you will need to subscribe to each one separately.



#### Step 4:

Enter your email address (the address that you will be using to send the emails) and Name. Click Subscribe



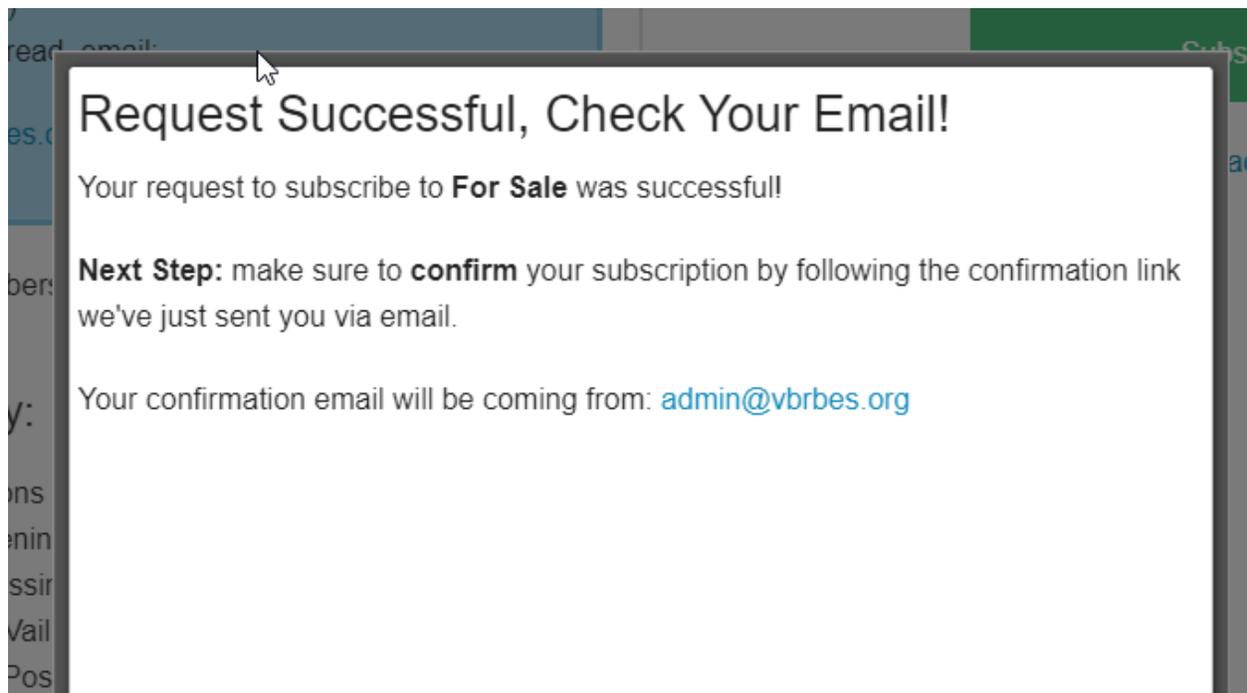
The screenshot shows the 'For Sale' mailing list subscription page. The page has a red header with the 'PRO DADA' logo and a 'Profile Log In' link. The main content area is titled 'For Sale' and includes a breadcrumb trail 'PRO DADA / FOR SALE'. On the left, a blue box contains the following text:

- This mailing list is a public mailing list - anyone may join or leave, at any time.
- This mailing list is a group discussion list (unmoderated)
- Start a new thread, email: [for.sale@vbrbes.org](mailto:for.sale@vbrbes.org)

Below this box, it says 'This list is for members who want to buy, sell and trade items'. On the right, there is a form with two input fields: 'Email Address' containing 'jen@vbr.net' and 'Name' containing 'Jen Beckley'. A green 'Subscribe' button is positioned below the name field. An orange arrow points from the blue box to the 'Subscribe' button. At the bottom of the form, there are links for 'Unsubscribe at Anytime' and 'Privacy Policy'.

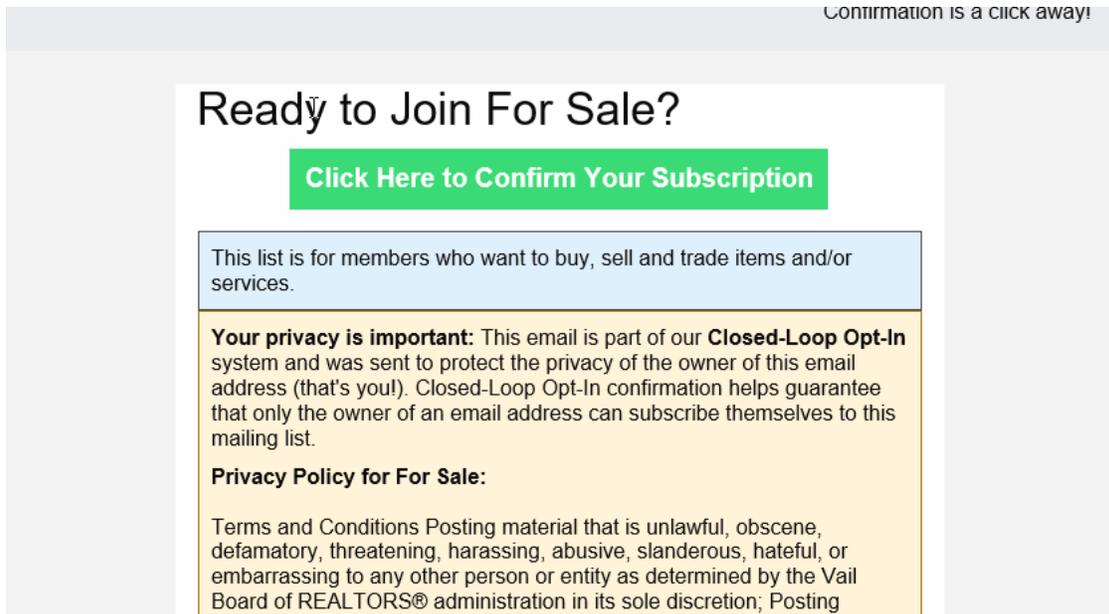
#### Step 5:

This box will pop up if you were successful in registering your email.



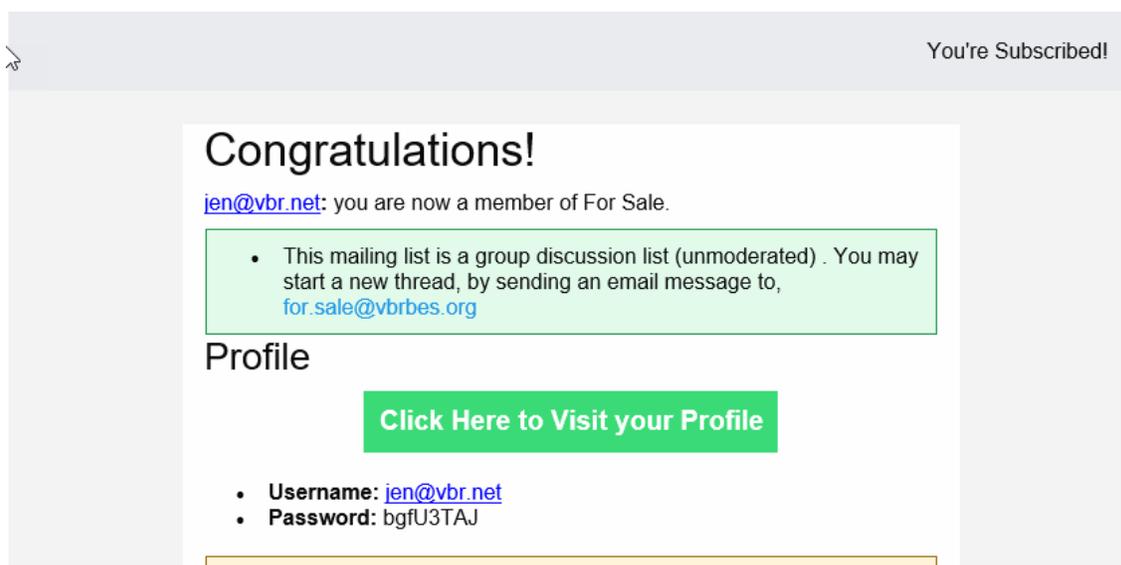
## Step 6:

Go to your email and find the Confirmation email sent from [admin@vbrbes.org](mailto:admin@vbrbes.org).  
Open this email. Click on “Click Here to Confirm your Subscription”



## Step 7:

You will receive a “Welcome to.... Email. If you do not receive this email you are not subscribed to the broadcast email list you were subscribing to, also, please check your junk/spam folder for this email. You do not need to Visit your Profile



**Below are the email addresses to send your broadcast email to:**

**General News – [general.news@vbrbes.org](mailto:general.news@vbrbes.org)**

**New Construction – [new.build@vbrbes.org](mailto:new.build@vbrbes.org)**

**Rental Information – [rental.information@vbrbes.org](mailto:rental.information@vbrbes.org)**

**Real Estate – [real.estate@vbrbes.org](mailto:real.estate@vbrbes.org)**

**Open House – [open.house@vbrbes.org](mailto:open.house@vbrbes.org)**

**For Sale – [for.sale@vbrbes.org](mailto:for.sale@vbrbes.org)**