

LinkedIn – Adding TREC Forms

My recommendation is to add the TREC forms as website links and as media. The following instructions include both. This document only includes information on adding the TREC forms. There is other needed information such as your name, identifying yourself as a REALTOR®, the KW Dallas Metro North logo, the size of the information, etc.

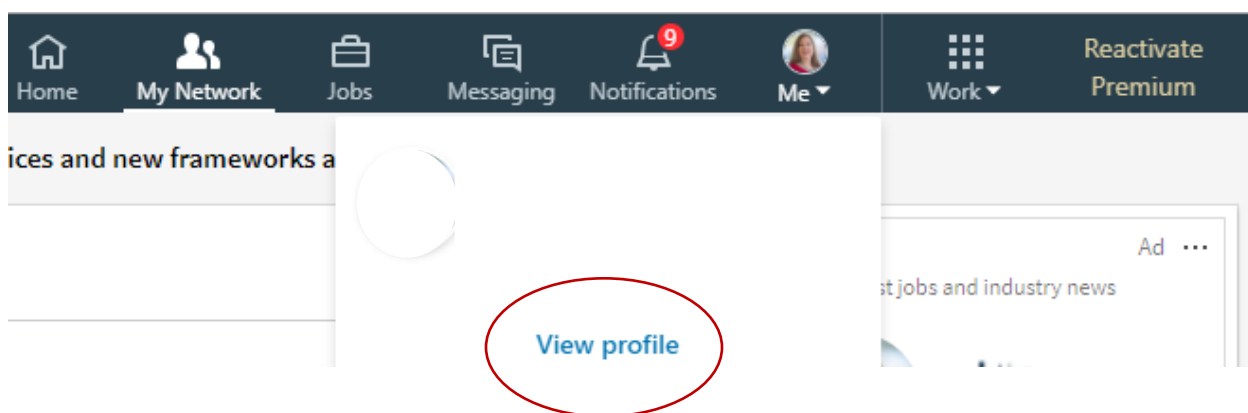
Login to your LinkedIn account

Complete the below steps for each form:

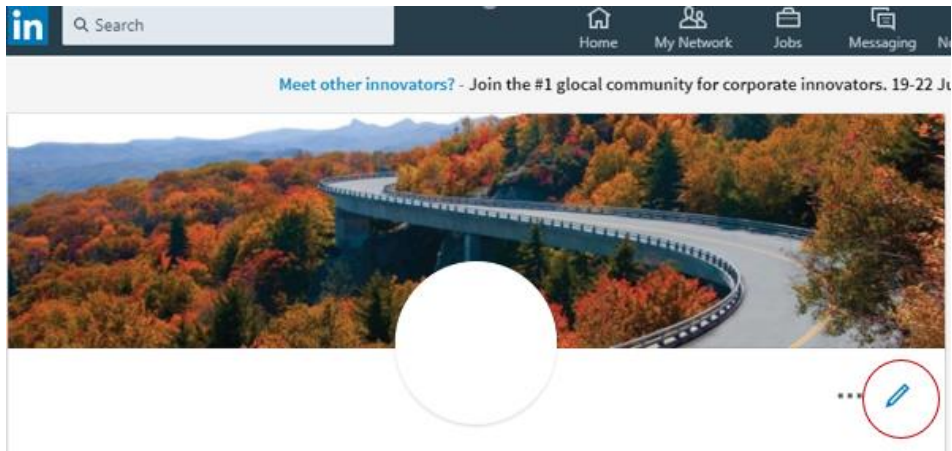
Copy the link to your TREC forms

Select “update your profile”

- Login to your LinkedIn account
- Click on your image at the top, then select “view profile”



- Update your profile by selecting the pencil edit icon

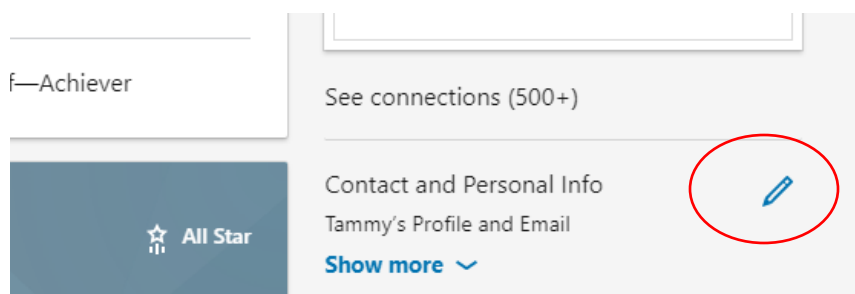


- Update your profile by selecting the pencil edit icon
- Select the pencil icon next to “Contact and Personal Info”
- Scroll down to Media, and upload media adding the two images for the TREC forms, named properly

Texas Real Estate Commission Information About Broker Services

Texas Real Estate Commission Consumer Protection Notice

- Save
- According to how your profile has been set up or how complete it is, you may find the place to add your website link in different places. You can add several websites. Use one for your business website, use one for the TREC Information About Broker Services and one for TREC Consumer Protection Notice.
- Click “pencil edit icon” to edit contact and personal info



- Click “Add Website”

Edit contact info

Profile URL

[linkedin.com/in/tammybunk](https://www.linkedin.com/in/tammybunk) ↗

+ Add website

Phone

- Paste your IABS URL (the link you have created) in the “Website URL” box
- In the dropdown next to your website URL, select “Other”
- A new box will appear that says, “Type (Other).” Title it, “TREC IABS” (the character limit will not allow the full title)

Be sure to save all of your work!