

How to Download a Chapter Roster

1) Login to the Admin Side of REAA.org

You can gain access to our old website at <http://reaa.org> and log in with your account credentials to access old CE Certificates.

Friends of REAA



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P.O.Box 661706, Sacramento, CA 95866 |
info@reaa.org

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Admin Login

2) Enter your Admin Username and Password

(This is different than your REAA.org. The login is first initial followed by your last name. e.g. "John Smith" username would be "JSmith") If you need help contact info@reaa.org

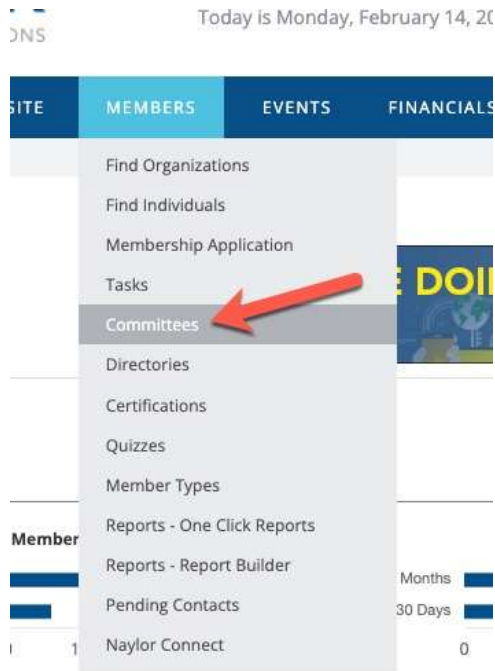
Naylor Client Login

Remember Me

[Forgot your Password?](#)

New Users:
Please obtain your username and password from your Naylor Association Solutions administrator.

3) Navigate to the MEMBERS>Committees Section



4) In the Action drop-down of the Chapter, Select Export Committee Roster

Group	Name	Description	Action
Board Member	North Bay Chapter Board		...
Board Member	Sacramento Chapter Board		...
Chapters	Central Valley Chapter	Membership for industry professionals from the Central Valley Region. This typically covers Fresno, Kings, Tulare, Madera, Mariposa, Merced Stanislaus, and Tuolumne Counties.	...
Chapters	East Bay Chapter	Membership for industry professionals from the San Francisco East Bay Region. This typically covers Contra Costa and Alameda Counties.	...
Chapters	North Bay Chapter	Membership for industry professionals from the San Francisco North Bay Region. This typically covers Marin, Sonoma, Lake, Napa, and Solano Counties.	...
Chapters	Sacramento Chapter	Membership for industry professionals from the Sacramento Region. This typically covers Sacramento, Yolo, Sutter, Yuba, Nevada, Placer, and El Dorado Counties.	...

Showing 1 to 6 of 6 entries

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- ✓ - - -
- Modify Committee
- Manage Committee Members
- Modify Committee Page
- Committee E-mail Notification
- Multi Channel Messaging
- Export Committee Roster**
- Export Active Committee Roster
- Avery 74540 Badges
- Avery 5395 Badges
- Avery 5392 Badges
- File Library
- Delete Committee

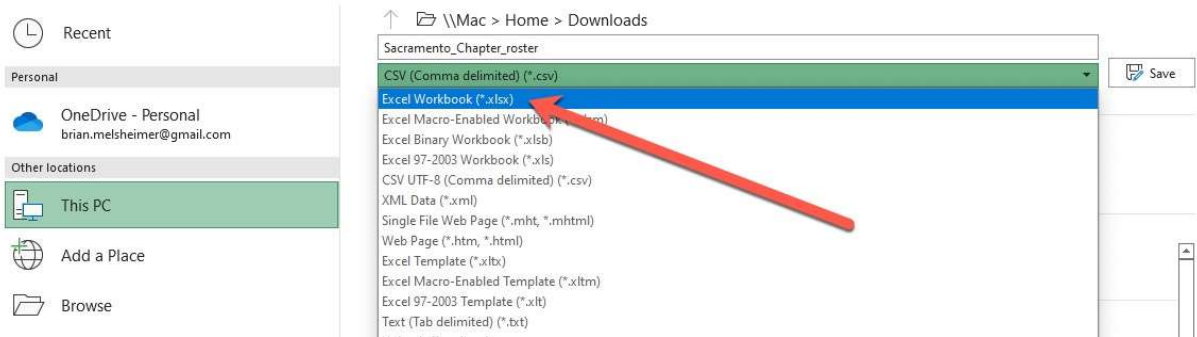
5) Save the Roster to your desired location

6) Open Roster .csv file

Contact ID	Members	Committee	Members	Organization	Last Name	First Name	Title	Address1	Address2	City	State/Pro	Country	Zip/Postal	Chair	Committee	Committee	Committee	Committee	Members	Email	Add Org	Phone	Phone Number
150	151	Active	Active	Licensed / Albin App	ALBIN	MIKE	Owner	2644 drun	2644 Drun	Yuba City	CA	United St	95991	No	Sacramento Chapter	#####	#####	#####	#####	1/1/2023	albinappr	(530) 368-	(530) 368-6082
175	176	Active	Active	Real Estat: OMI Capit	albright	David	President	6516 Lonetree Blvd.		Rocklin	CA	United St	95765	No	Sacramento Chapter	#####	#####	#####	#####	2/2/2023	dave_albr	(916) 604-	604-4000
96	97	Active	Active	Licensed / J	Ashworth	John	Appraiser	PO Box 397		Sutter Cre	CA	United St	95685	No	Sacramento Chapter	#####	#####	#####	#####	1/1/2023	jack@real	(209) 256-	(209) 256-2505
189	190	Active	Active	Licensed / Austin Rei	Austin	Amy	Owner	4908 El Cid Dr		CA Rockli	CA	United St	95677	No	Sacramento Chapter	#####	#####	#####	#####	2/8/2022	amy@aus	(916) 316-	(916) 316-6643
162	163	Active	Active	Licensed / Accurate /	Baughman	Ken	Owner/Aq	P.O. Box 2109		Rocklin	CA	United St	95677	No	Sacramento Chapter	#####	#####	#####	#####	1/1/2023	accuratea	(530) 367-	(530) 367-3091
84	85	Active	Active	Licensed / --	Belanger	Matthew	Owner/Aq	1837 Kern Mountain		Antioch	CA	United St	94531	No	Sacramento Chapter	#####	#####	#####	#####	1/1/2023	Matthewe	(510) 502-	(510) 502-5022
69	70	Active	Active	Real Estat: 3502 Esple	Campbell	Robert	Retired a	3502 Esplanade Cir		Folsom	CA	United St	95630	No	Sacramento Chapter	#####	#####	#####	#####	1/9/2022	robertwca	(916) 952-	(916) 952-3144
17	18	Active	Active	Licensed / --	Carlson	James	Appraiser	130 Ironhorse Place		Grass Vall	CA	United St	95945	No	Sacramento Chapter	#####	#####	#####	#####	1/5/2022	carlsonjr	(153) 026-	(153) 026-1550
202	203	Active	Pending	Licensed / American	Carlson	John	Real Estat:	1108 Pennyroyal St		Napa	CA	United St	94559	No	Sacramento Chapter	#####	#####	#####	#####	2/9/2022	ircapprai	(925) 330-	(925) 330-0700
19	20	Active	Active	Licensed / Chaussee	Chaussee	Shelley	Appraiser	2033 Gold Nugget Dr		Plumas La	CA	United St	95961	No	Sacramento Chapter	#####	#####	#####	#####	1/5/2022	skhausea	(530) 742-	(530) 742-9180
114	115	Active	Active	Licensed / --	Cook	Kelsey		2615 La France Dr		Carmichal	CA	United St	95608	No	Sacramento Chapter	#####	#####	#####	#####	1/1/2023	kcookappi	(916) 847-	(916) 847-3740
94	95	Active	Active	Licensed / 5098 Footi	Copeland	Mark	Real propi	5098 Foothills Blvd.,		Roseville	CA	United St	95747	No	Sacramento Chapter	#####	#####	#####	#####	1/1/2023	markkope	(916) 719-	(916) 719-2628
49	50	Active	Active	Licensed / --	Crittendon	Stephanie	Certified /	P O Box 213432		Sacramen	CA	United St	95821	No	Sacramento Chapter	#####	#####	#####	#####	1/5/2022	sacrittend	(916) 613-	(916) 613-0858

7) You may wish to delete unneeded columns and change formatting. You can also save this file as an Excel File type – File>Save As

Save As



8) Downloaded Columns

Organization ID

Contact ID

Membership Status

Committee Status - Active = Approved by Chapter; Pending = Not yet Approved by Chapter

Membership Type – Licensed Appraiser Member, Trainee Member, Real Estate Affiliate, etc.

Organization

Last Name

First Name

Title

Address1

Address2

City

State/Province Country

Zip/Postal Code

Chair

Committee Name

Committee Position

Committee Join Date

Committee Expiration Date

Membership Expiration Date

Email Address

Org Phone Number

Phone Number