

Keeping Your Free Ad Active

Listings on HousingConnections.org expire within 2-4 weeks if not updated; however, the free ads are not purged from the system. The expiration function is aimed at keeping site content fresh and prevents renters from seeing expired units when they search. You prevent expiration by logging into the site periodically to confirm continued availability.*

If, when you login, units have expired they will be marked with a red [E]. If the unit is actually still available, you can simply reset the availability with a couple short clicks!

Availability stated in free ad:	The listing will automatically expire if not updated...
Immediately	16 Days after last updated
1 Week	16 Days after last updated
2 Weeks	16 Days after last updated
30 Days	28 Days after last updated
60 Days	28 Days after last updated
Coming Soon	28 Days after last updated

*You will be sent one weekly reminder if you have any units listed as available on the site. This e-mail will tell you the current availability setting for each listing, the expiration of that listing, and how to update. If you use a spam blocker, please add staff@housingconnections.org to your list of allowed senders.

To Reactivate an Expired Posting:

- 1- Login to www.HousingConnections.org
- 2- Notice that the "Home" page you see as soon as you log in provides a list of your property(ies) and unit(s) on the left-hand side of the screen just a few inches down from the top
- 3- Notice that next to each unit is the date it was last updated and to the right of that is drop down box under the heading "Availability"
- 4- LEFT click once on the drop down box and then LEFT click once on the availability option that best describes your current availability status

Note that there are "Waitlist-open" and "Waitlist-closed" options, as well as "Coming soon-call for details." You can be as specific as you want and even promote anticipated vacancies or sales ahead of time!

Need Help?

That's what we're here for! HousingConnections.org is not only free and regionally focused, unlike many other online services, we have live, local staff available to help you.

Contact the Landlord Tech Line at 503/823-4141 or staff@housingconnections.org