

Add/ Edit/ Remove Property Alerts

1. Click on [Control Panel > Communication > Property Alerts](#)
2. To Edit or Remove an existing alert, select the desired alert from the list and click **Edit** or **Remove**.
3. To create a new alert, click **Add**.

<input type="checkbox"/>	Subject	Start Date	End Date	Active	
<input checked="" type="checkbox"/>	Please Check Your Email!	5/2/2011	6/2/2011	Yes	Edit
<input type="checkbox"/>	There is an Alert!	3/10/2011	4/11/2011	No	Edit

4. Insert or change the required information.
 - a. **Subject.**
 - b. **Content in the RadEditor.**
 - c. **Start and End Dates.**
5. Click **Submit**.

Property Alert
Create Property Alert

Attributes

Subject *

Content *

Applicable content goes here...
Remember that you can upload images or attach documents.

Start Date *

End Date *

* Required Information