Below are email templates for sending welcome messages and auto-notification updates to your clients. Feel free to personalize them to match your style.

* Welcome Email
* Welcome Email – Site already set up
* Auto-notification Email

## Welcome Email

### Version 1:

Hello and welcome,

I’m excited to help you find your ideal listing! We’ll use the Paragon Collaboration Center to view and manage properties based on your preferences. Click “View Listings” in Collab Center emails to log in and see matches. The system will update you with new listings. Mark favorites and add comments—I’ll be notified and respond promptly.

Looking forward to assisting you. Let me know if you need anything!

Best regards,

[Your Name]

### Version 2:

Hello,

I’ve set up your site to display listings matching the criteria you provided. Paragon's Collaboration Center will automatically search for and send new matches through the website. You’ll also receive email notifications whenever new listings are found that fit your preferences. I hope you find some properties that catch your eye.

Feel free to reach out if you have any questions or need further assistance.

Regards,

[Your Name]

## Welcome Email – New Search Added

Hello,

I’m excited to let you know that a new search has been added to your site! You can view and filter results based on this search in the Paragon Collaboration Center. Click “View Listings” in Collab Center emails to see your updated matches. The system will keep you updated with new listings.

Mark favorites, add comments, and I’ll be notified to assist you promptly. Let me know if you have any questions!

Best regards,  
[Your Name]

## Notification Settings Email

### Version 1

Hello,

Here are the new or updated properties that match your search criteria. Please contact me if you have any questions or need more details.

I look forward to hearing from you!

Best regards,

[Your Name]

### Version 2:

Hello,

Here are the new or updated properties that match your search criteria. You can view them on your site, categorize favorites, and add comments. Please contact me if you have any questions or need more details.

I look forward to hearing from you!

Best regards,

[Your Name]