

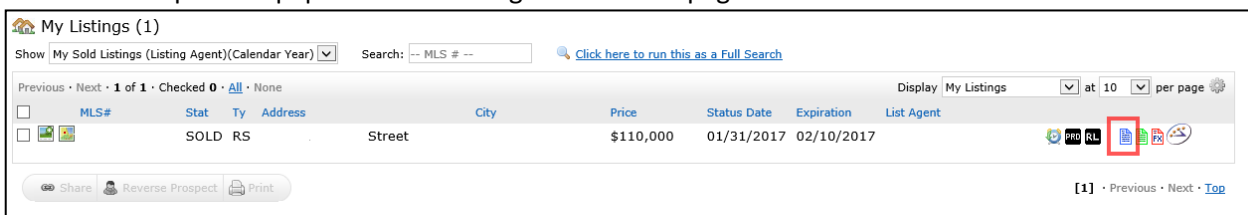


## Removing Documents from a Listing in RCO3®

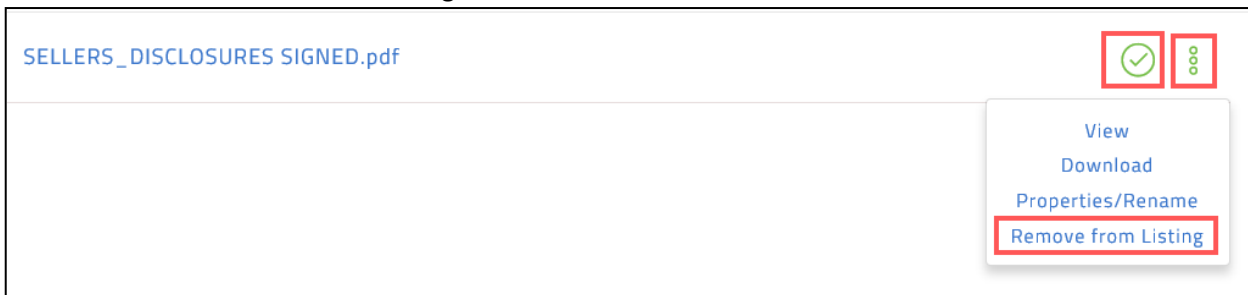
1. To remove documents from a listing, go to the My Listings widget on RCO3 homepage and click the status link that matches the desired listing.



2. Click the blue piece of paper icon on the right side of the page.



3. Place a check mark in the circle to the right of the desired document's name. Click the three dot menu and select Remove from Listing.



If you have additional questions, please contact Realcomp's Customer Care Department at (866) 553-3430, seven days a week.