



## ADD A NEW MLS SOURCE

As you expand your services, you will need to add new MLS sources to your data subscription in order to add new customers. Please follow the steps below to add a new MLS source to your existing data subscription.

### LOG IN TO YOUR MLS GRID ACCOUNT

1. Log in to your MLS Grid account at [app.mlsgrid.com](http://app.mlsgrid.com)
2. Click [Manage Subscriptions](#) in the left sidebar menu.
3. Click the blue button below the summary of your existing data subscription to [Edit the Data Subscription Details](#).

### EDIT YOUR EXISTING DATA SUBSCRIPTION

1. Click on the blue [Edit](#) button (on left side of the page) below the details column of your data subscription. The details column is the white rectangle located on the left side of your screen.
2. On the [Edit Subscription](#) page, you can change the name of your data subscription, edit the description of your services, and [Select MLS Sources for License Requests](#).
3. Please scroll to the Select MLS Sources for License Requests section of the Edit Subscription page. Click the [Change](#) button.
4. Select each MLS source (toggle to green) that you wish to add as a possible source to your Data Subscription and click [Save](#).
5. Once you have made all your changes click the [Update Subscription](#) button to save those changes.

**NOTE:** To add a new broker or agent to your new MLS source, follow our [Add New Broker or Agent](#) guide