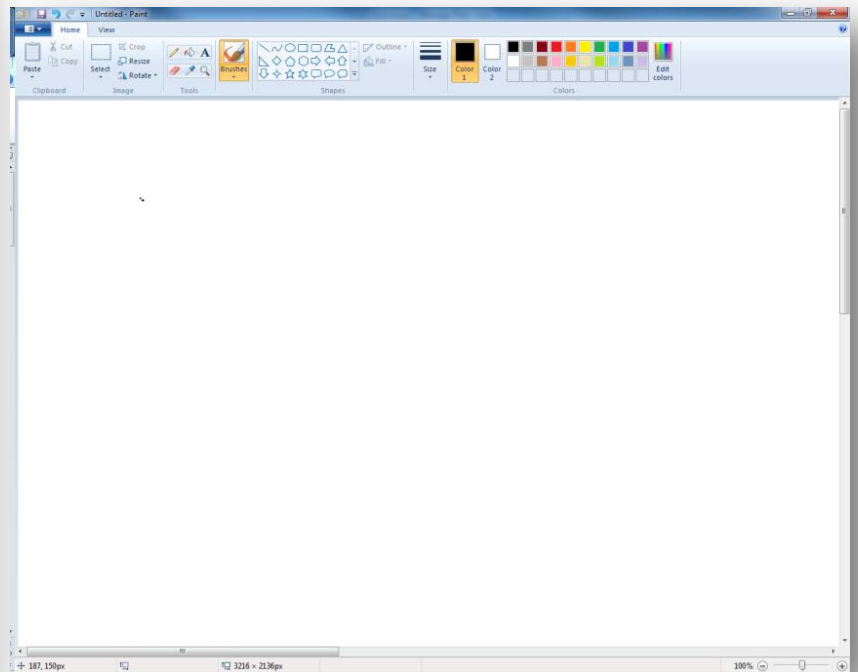
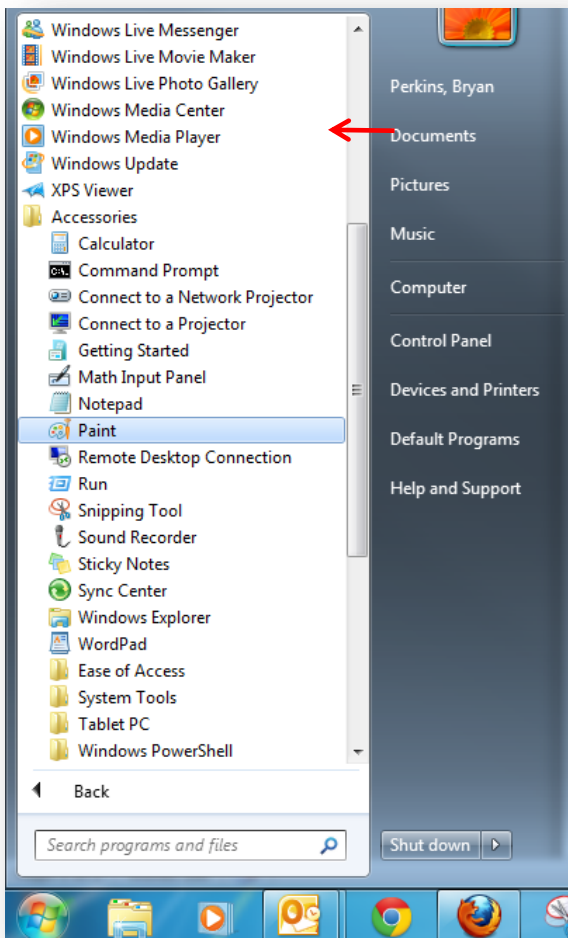


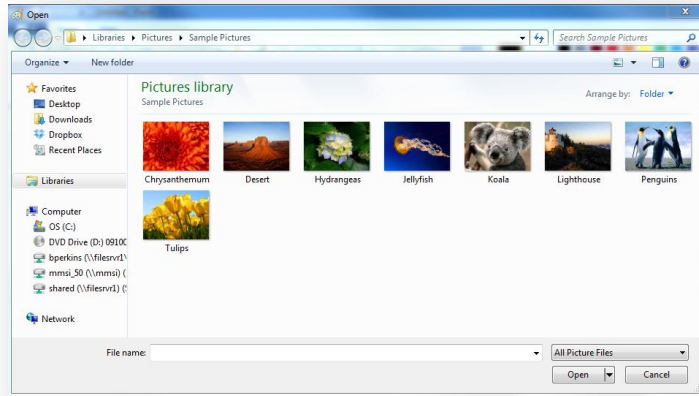
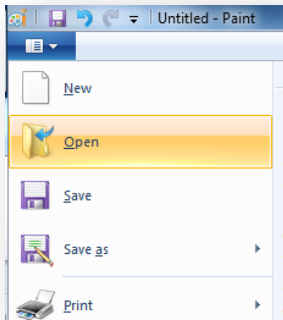
## Create a Photo Disclaimer (watermark) for an image using MS Paint

“CarolinaMLS Rules and Regulations Section 1.22” requires that a disclaimer be placed on any photo uploaded to a listing that is representative of the property being advertised and not an actual photo of the listed property (example – new construction that is planned but not yet built or is under construction). Adding the disclaimer could protect the agent from allegations of misrepresentation of a listing or accusations of false advertising – both are issues that are addressed in the REALTOR® Code of Ethics. Placing the disclaimer in the photo captions is NOT adequate as the photo captions are not always disseminated to the internet. The image must include a disclaimer such as “Example Photo”.

1. **Launch Microsoft Paint.** Go to your Start circle (bottom left), click on All Programs, then Accessories (left picture below). Click the Paint icon and it will launch the program, with a new picture (blank). The Paint window will look like this (right picture below):



2. **Open your photo** to which you would like to add a watermark. Click “File” (or the File icon toward the top left) to pull down a menu and then click “Open” (left picture). In the Open window, select the desired digital image file and click “Open” (right picture).



3. To **add a text watermark** over your photo, use the *Text* tool by selecting it from the toolbar.



4. **Click on the photo where you want to place a text watermark.** You will see a rectangle that designates the boundaries of your text. Move the rectangle around by a click and drag on its borders, and resize it by clicking on the tab buttons at the corners and midpoints of the edges. Then type the text “Example Photo”. Choose the font name, size and style (bold, italic or underline).



5. Now simply click “**Save**” and save the image as a .jpg file on to your computer.