



SPOKANE ASSOCIATION OF REALTORS®

# MLS WEEKLY NEWS & INFO



May 28, 2010

**THE SAR/MLS WILL BE CLOSED ON MONDAY, MAY 31, 2010 IN OBSERVANCE OF MEMORIAL DAY. HAVE A SAFE AND HAPPY HOLIDAY.**

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## CLOSED SALES DEADLINE

Cutoff for May 2010, closed sales will be Tuesday, June 1, 2010 at 10:00 a.m. All sales **must be sent to the MLS by this date and time** in order to be reported for the month of May.

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## New Electronic Quarterly Agent Billing coming July 1, 2010 to the Spokane Association of REALTORS®

Beginning July 1, 2010 the Association will begin electronic Quarterly Agent Billing for all MLS Participants and Subscribers (agents). **You will now receive your quarterly bill via email.** Your first quarterly bill will be invoiced on July 1st and due by July 30, 2010. An email was sent out last week and more information will be coming soon. If you did not receive the email or if your email address has changed, please notify the SAR at once.

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## General Photo Instructions

The Primary (or main/first) photo must be of the front entrance of the property.

Up to 8 additional photos may be entered.

Land photos are encouraged.

No clipart is allowed.

Sketches or artist renderings are acceptable for new construction.

No panoramic or very tall pictures on the primary photo.

**If there is a company sign on the property it may be in the photo, but it cannot be the entire photo. Agent names and phone numbers should not be readable.**

The saved file size uploaded into Paragon should be apx. 32K.

For optimum quality when photo is enlarged and reduced either set your camera Pixel size to 640 x 480 or open the photo in a photo editor program and resize the image. In inches select 4x6" or 3x5".

Acceptable photo extensions are: .jpg, .gif, .tiff or .bmp

**If a seller does not want a photo in the MLS, the agent must submit a letter signed by the seller within 7 days expressing their wishes**



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