



MLS WEEKLY NEWS & INFO

July 28, 2017

CLOSED SALES DEADLINE

Cutoff for July 2017 closed sales will be Tuesday, August 1, 2017 at 10:00 a.m. All sales and corrected sales **must be sent to the MLS by this date and time** in order to be reported for the month of July.

CANCEL AND RE-LIST POLICY

Listing a property, canceling it and entering it in as "NEW" is not acceptable. You must have a **minimum of 30 days** after canceling a listing before you can enter it in as a "New" listing **in the same office.** This is a fineable offense and will be closely monitored. **This is a Tier 1 violation and the fines are as follows:**

Tier 1 Violation Fines:

First Violation	(\$0 if timely corrected) not timely corrected - \$100
Second Violation	\$200
Third and Subsequent Violations	\$300
Uncorrected Violation – 1 st Additional Fine Period	\$200
- 2 nd and subsequent Additional Fine Periods	\$400
Maximum accumulated fine for a single Violation	\$2,000
Additional Violations after maximum fine reached	MLS Suspension*
Failure to pay fines	MLS Suspension*

*Suspension is for no less than thirty (30) days nor more than one (1) year

REPORTING SALES ON STATUS CHANGE FORM 4139

The MLS has been receiving sales on the Northwest MLS form 19 instead of SAR Status Change form 4139. All changes must be submitted on the SAR form.

We are also getting a lot of sales that are being completed incorrectly. The Sale firm is the name of the firm that is representing the buyer. The Sale broker is the name of the broker representing the buyer. Additional List and Sale Firms and Brokers is for the second list and sale agent. Also, the only options for Finance are the ones shown. If you select other, please put the type of financing in the Agent Remarks.

SALE CLOSED *Sale Price \$ _____

*Sale Firm Firm representing buyer *Sale Broker Broker representing buyer

*Financing (Check one) FHA VA CONV CONTRACT
 ASSUMP CASH OTHER **← Any additional info must be put in Agent Remarks**

*Additional List/Sale Firms/Brokers (i.e. 2nd broker)

List Firm(s): Additional Firm representing seller List Broker(s): Additional Broker representing seller

Sales Firm(s): Additional Firm representing buyer Sales Broker(s): Additional Broker representing buyer

