



October 30, 2020

**DON'T FORGET TO SET YOUR CLOCKS BACK THIS WEEKEND!**

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**CLOSED SALES DEADLINE**

Cutoff for October 2020, closed sales will be Monday, November 2nd at 10:00 a.m. All sales and corrected sales **must be entered into the MLS by this date and time** in order to be reported for the month of October.

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**REPORTING SALES WITH CORRECT NAMES**

The MLS is getting a lot of reports of the listing agent being reported as the selling agent. 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. Please make sure that you have the correct information when submitting a sale to the MLS.

How Sold **R**

Pending Date **R**

Closed Date **R**

Sold Price **R**  ,

Selling Agent 1 **R**

Sell Team

**SALE CLOSED** \*Sale Price \$

\*Sale Firm  \*Sale Broker

\*Financing (Check one)  FHA  VA  CONV  CONTRACT  
 ASSUMP  CASH  OTHER

\*Additional List/Sale Firms/Brokers (i.e. 2<sup>nd</sup> broker)

List Firm(s):  List Broker(s):

Sales Firm(s):  Sales Broker(s):

