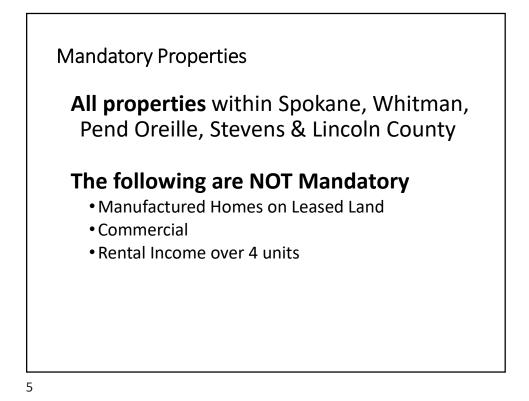


Property Classes

- (RS) Residential Single Family Improved
 - Sub-type A Residential site built
 - Sub-type B Condo
 - Sub-type C To Be Built
 - Sub-type D Manufactured Home with land
 - Sub-type E Manufactured Home leased land
 - Sub-type F Non-MLS Sold
- (RI) Rental Income 2+ Units
- (CM) Commercial land, building or business
- (LL) Unimproved Land and Acreage
- (FR) For Rent

3

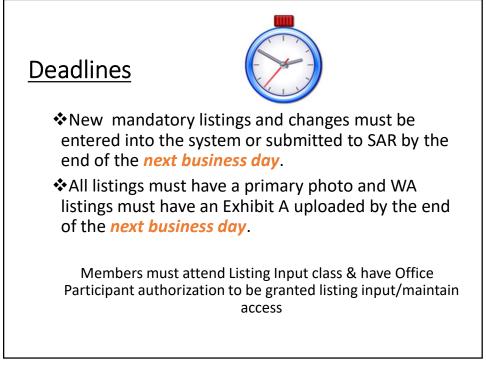
Duplicate Listings Allowed across property classes only MLS # in Remarks that identifies the duplicate At closing, one listing will be marked as Sold and the other deleted



EXEMPT LISTINGS

If a property owner requests an exempt listing, the property shall not be entered into the MLS for at least 90 days after submission of the MLS Exempt Listing form to the Association. The MLS Exempt Listing form must be **submitted to the Association by the end of the next business day** of any advertising or marketing. Seller may petition the MLS Steering Committee for a waiver of the 90 day period.

See MLS Rules & Regulations, Article I, Section 1.4, Exempt Listings. Transaction Desk form MLS Exempt Listing Form – SAR_MLSELF



On market listings			
	ACT	Active	
	ANS	Active/No Show	
	NEW	New *	
	PCH	Price change *	
	EXT BOM	Extended expire date * Back on market *	
Listing	BOMR	Back on market ** Back on market released*	
U U	CTGB	Contingent with Bump Clause	
Status	CTGS	Contingent Short Sale	
pg 10	crus	contingent short sale	
Off market listings			
	том	Temp off market**	
*Reverts to Active after 7	RLSD	Released contract	
days	PBL	Pending @ list	
**Still Active Listing	PNDI	Pending-Inspection	
Agreement	PND	Pending sale	
Only Office Broker or	SOLD	Sold Closed	
Office Staff can change a listing to Released or	XPD	Expired listings	
change Expiration Date	FELL	Offer fell through	
	LEAS	Leased listings	

MAPS

❖ Main Areas -- 10,20,30,40,50,60,70,90
 ❖ Sub-Areas -- A110-A943 (Sub-areas must be preceded by the letter "A")
 ❖ Grids -- 000-182 (always 3 digits)

Location Block Numbers

N/S of Sprague ie N12

E/W of Division ie E5

No Longer Required for Any Listings

See Page 7 of Paragon Reference Guide

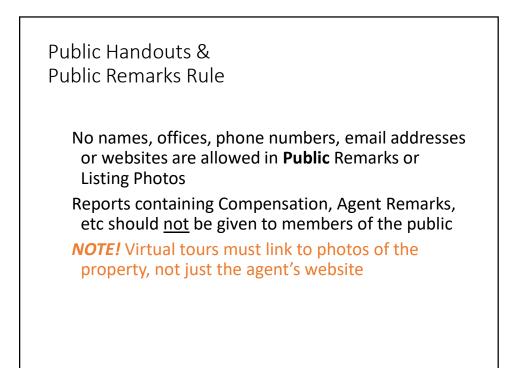
9

CALL FOR CORRECT INFORMATION ON

SCHOOLS, WATER, SEWER & ZONING

SEE PAGE 8 OF PARAGON REFERENCE GUIDE FOR PHONE NUMBERS & ZONING ABBREVIATIONS





AGENT REMARKS

Agent name, phone #, website address

- Confidential information for a buyer's agent
- ✤Gate or security codes
- ✤Bonuses to selling office
- Active/No Show date information

AGENT REMARKS ARE FOR OTHER AGENTS ONLY NEVER GIVE OR EMAIL TO BUYERS!

13

