



June 16, 2023



Spokane REALTORS® will be closed on Monday, June 19th in observance of Juneteenth. Have a safe and happy holiday.

SHOWINGS REMINDER

Please remember to follow the showing info. Be considerate of the seller’s property. Do not allow anyone to eat, drink, smoke, dispose of trash, use bathing or sleeping facilities, or bring pets. Leave the house as you found it (lights off, doors locked, etc) unless instructed otherwise. Also be sure to leave your card and put the key back in the lockbox. Please be respectful of the Public, Property and your Peers.

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.

Form with fields: How Sold, Pending Date, Closed Date, Sold Price, Selling Agent 1, Sell Team

Form with fields: SALE CLOSED, *Sale Price, *Sale Firm, *Sale Broker, *Financing, *Additional List/Sale Firms/Brokers, List Firm(s), Sales Firm(s)