

WNYREIS / CNYIS - MLS Change Form

For Member Use Only | ® Denotes a Required Field | * Denotes a Conditionally required Field

6/19

® MLS # _____	® Date of changes _____	® New Status <input type="checkbox"/> A - Active (Deal Folded/Listing Renewed) <input type="checkbox"/> C - Continue to Show <input type="checkbox"/> U - Under Contract <input type="checkbox"/> P - Pending <input type="checkbox"/> S - Closed Sale/Rented <input type="checkbox"/> T - Temporarily off the Market <input type="checkbox"/> W - Withdrawn <input type="checkbox"/> X - Expired	® Property Type <input type="checkbox"/> Apartment 5+ <input type="checkbox"/> Commercial, Industrial & Mixed use <input type="checkbox"/> Condo & Townhouse <input type="checkbox"/> Lots, Land, Farms, & Seasonal/Camps <input type="checkbox"/> Multi Family <input type="checkbox"/> Single Family Residence <input type="checkbox"/> Residential Rental
® Do Not Show/ Negotiate Until _____	® Do Not Negotiate Until _____		
Note - this may be used to extend a previously submitted Delayed Showing & Negotiation Form. Must be added to Matrix immediately upon execution.			
® Listing Address _____ Street Number	_____ Street Name (as per tax record)		
® Listing Agent ID _____	® Listing Agent Name Last _____ First _____	® Office Phone _____	

Price Changes

® **List Price** _____ - or - ® **Monthly Rent** _____
All properties except rental

Extension / Termination Information

The owner and REALTOR® have agreed to change the expiration date on the Exclusive Right to Sell Contract as noted here. **(Complete Mutual Termination Form for early Termination). The property may be relisted once expired.**

® **Original Expiration Date** _____ ® **New Expiration Date** _____

Date Changes

The Exclusive Right to Sell Contract for the property located at the address above is modified as follows: The Listing Broker shall remove the listing from Active Status and change it to either of the statuses below. If withdrawn, all marketing efforts will be discontinued. It is understood and agreed that the listing will remain in full force **and may not be relisted while property is in the withdrawn status**. In the event the premises is sold during the term of the listing a brokerage fee may be due and payable in accordance with the listing. **(Complete Withdrawal Form)**

® **Withdrawn Date** _____ ® **Temporarily off the Market Date** _____ ® **Return to Active Status** _____

Pending Information

® Contract Date _____	® Disclose Sale Data (Seller Authorized) <input type="checkbox"/> Yes <input type="checkbox"/> No	* Terms of sale <input type="checkbox"/> Assumption <input type="checkbox"/> Conventional <input type="checkbox"/> Seller <input type="checkbox"/> Cash <input type="checkbox"/> FHA <input type="checkbox"/> VA <input type="checkbox"/> Other	* Sale Price \$ _____	* Sellers Concessions \$ _____
* Selling Agent ID _____	* Selling Agent Name Last _____ First _____			
* Selling Office _____				
Co-Selling Agent ID _____	Co-Selling Agent Name Last _____ First _____			
Co-Selling Office _____				

Sold Information

® Contract Date _____	® Closed/Rented Date _____	® Sale/Rented Price \$ _____	* Sellers Concessions \$ _____	® Terms of sale <input type="checkbox"/> Assumption <input type="checkbox"/> Cash <input type="checkbox"/> Conventional <input type="checkbox"/> FHA <input type="checkbox"/> Seller <input type="checkbox"/> VA <input type="checkbox"/> Other
® Sale / Rented Agent ID _____	® Sale / Rented Agent Name Last _____ First _____			
® Selling Office _____				
Co-Selling / Renting Agent ID _____	Co-Selling / Renting Agent Name Last _____ First _____			
Co-Selling Office _____				

Miscellaneous Changes

Field Name _____ Instructions _____
Field Name _____ Instructions _____

Signatures

Owner(s) hereby authorize(s) and agree(s) to the above change(s), which shall modify the existing Listing Agreement and acknowledges receipt of a copy of this agreement.

Owner _____	Date _____
Owner _____	Date _____
Agent _____	Date _____
Designated REALTOR® or Other Authorized Individual _____	Date _____

MLS Staff use Only	Processed by: _____	Date _____
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