

MLS Change Form

For Member Use Only - ® Denotes a required field- Revised 7/1/2010

® **MLS #**

® **New Status**
 A-Active (Deal Folded/Listing Renewed)
 C-Continue to Show- Under Contract**
 U-Under Contract- Do Not Show
 P-Pending
 S-Close Sale/Rented
 T-Temporarily off the Market
 W-Withdrawn
 X-Expired

® **Property Type**
 Apartments 5+
 Commercial, Industrial & Mixed Use
 Condo & Townhouse
 Lots & Land
 Multi Family
 Single Family Residential
 Residential Rental

® **Date of Changes**
 m m / d d / y y

** For C- Continue to Show choose one
 Home for Sale Other Contingency

® **Listing Address**
 _____ / _____
 Street Number Street Name (as per tax record)

® **Listing Agent ID** _____
 ® **Listing Agent Name** _____
 Last Name, First Name
 ® **Office Phone** _____ - _____ - _____

Price Changes	Extension/Termination Information
® List Price \$ _____ All properties except Rental -or- ® Monthly Rent Rental only _____	The owner and REALTOR® have agreed to change the expiration date on the Exclusive Right to Sell Contract as noted here. ® Original Expiration Date _____ / _____ / _____ m m d d y y ® New Expiration Date _____ / _____ / _____ m m d d y y

Expiration 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 the NYSAM 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 If withdrawn, all marketing efforts will be discontinued.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. In the event the premises is sold during the term of the listing a brokerage fee shall be due and payable in accordance with the listing.

® **Withdrawn Date** _____ / _____ / _____
 m m d d y y
 ® **Temporarily off the Market Date** _____ / _____ / _____
 m m d d y y
 ® **Return to Active Status** _____ / _____ / _____
 m m d d y y

Pending Information

® **Contract Date** _____ / _____ / _____
 m m d d y y
 ® **Selling Agent ID** _____
 ® **Selling Agent Name** _____
 ® **Disclose Sale Data (Seller Authorized)** Yes No
 ® **Selling Agent 2 ID** _____
 ® **Selling Agent 2 Name** _____

Sold Information

® **Contract Date** _____ / _____ / _____
 m m d d y y
 ® **Selling/Renting Agent ID** _____
 ® **Selling/Renting Agent Name** _____
 ® **Selling/Renting Agent 2 ID** _____
 ® **Selling/Renting Agent 2 Name** _____
 ® **Selling/Renting Broker Code** _____
 Sold at Auction? Yes No
 ® **Terms**
 Assumption
 Cash
 Conventional
 FHA
 Private
 Seller
 VA
 Other
 ® **Leased \$/Square Foot**
 \$ _____ . _____
 (Enter if property is leased)
 ® **Sale Price (Enter 0 if leased)** \$ _____
 ® **Seller Concessions** \$ _____
 ® **Rented Date** _____ / _____ / _____
 m m d d y y
 ® **Rented Price** \$ _____
 Monthly

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