



This Form is multi-purpose and must be used to report one of the following changes to a listing:

- 1. Price Change
2. Extension
3. Changes in Terms and/or Corrections
4. Back on Market
5. Withdrawal
6 Contract Status Category
7. Sale Closed

A

NOTICES MUST BE REPORTED WITHIN 48 HOURS! Section A must always be completed entirely or the form will be returned. In addition, when Section B is completed, the appropriate signatures are required or the form will be returned.

Empty rectangular box for MLS # and Address

MLS #

Address

B

USE THIS SECTION TO REPORT CHANGES, CORRECTIONS, OR EXTENSIONS
Check the appropriate box to denote type of changes and complete corresponding blanks

- PRICE CHANGE Present Price \$ New Price \$ (Priced must be signed by all parties in the original listings contract.)
EXTENSION OF "EXP"IRATION DATE LISTING Listing Agreement dates: / / is extended till / / with all other conditions in the original agreement or subsequent changes to remain the same unless otherwise specified on this form. (Must be signed by all parties in original contract. If notice is received after expirations, a new listing fee applies-if applicable.)
CHANGE IN TERMS AND/OR CONDITIONS OR CORRECTION(S)
(If a term/condition of original contract is being changed, form must be signed by all parties)
Corrections must be signed by the Listing Broker or Authorized Signatory.
BACK ON MARKET "ACT" (If expired, new listing must be submitted with fee-if applicable.)
Withdraw LISTING FROM MLS "WDN" (Withdrawals must be signed by all parties to original listing contact.)

C

Contract Info

Contract Date: / /
Expected Closing Date: / /

D

Sold / Closed Info

Sold/Closed Date: / / Sold Price: \$

Selling Agent ID: Seller Credit: \$

Selling Agent Name:

Selling Office Name:

Selling Agent 2 ID:

Selling Agent 2 Name:

Selling Office 2 Name:

Sold Remarks:

Check Appropriate Closing Categories

- BA = Back-ups Requested
FR = 1st Right of Refusal
PE = Pending 3rd Party Approval
FI = Financing
IN = Inspections
MI = Miscellaneous
NC= No Contingency

E

Sold Terms

- All Cash
Assume Conv
Assume FHA/VA
Assume Private
New Conventional
New FHA
New VA
New Private
Wrap Around
Deed Agreement
2nd Mortgage
Balloon Mtg.
Combination
ARM
Lease Option

Seller(S) Signature(S)

Date Signed

Listing Agent Signature

Date Signed

Broker's Signature

Date Signed