

# HICENTRAL MLS, LTD. MLS LISTING CHANGE FORM

NOTE: (R)s denote **REQUIRED** entries. (RC)s denote conditionally required entries

(R)OFFICE MLSID \_\_\_\_\_ (R)LISTING AGENT MLSID \_\_\_\_\_ (R)MLS NUMBER \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_  
 (R)STREET # \_\_\_\_\_ (R)STREET NAME \_\_\_\_\_ UNIT/SUITE # \_\_\_\_\_

KEYWORD CHANGES		FEATURE CHANGES	
KEYWORD NAME	NEW DATA	ADD (CODE/DESCRIPTION)	DELETE (CODE/DESCRIPTION)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**REMARK CHANGES:** AGENT REMARK'S IS LIMITED TO 400 CHARACTERS; PUBLIC REMARK'S IS LIMITED TO 800 CHARACTERS, THIS INCLUDES SPACES.  
 AGENT REMARKS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

PUBLIC REMARKS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**STATUS CHANGES:** CHECK OR ENTER THE CORRECT INFORMATION BELOW.

IN ESCROW - SHOWING: \_\_\_\_\_ LISTING DATE: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_  
CONTRACT ACCEPTANCE DATE

IN ESCROW - NOT SHOWING: \_\_\_\_\_ PRICE CHANGE: \$ \_\_\_\_\_  
CONTRACT ACCEPTANCE DATE

RETURN TO ACTIVE     
  TEMPORARILY WITHDRAWN     
  WITHDRAWN

**SOLD INFORMATION:**

\_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_  
 (RC)CLOSED/SOLD DATE (RC)CLOSE/SOLD PRICE (RC)BUYER FINANCING FEE PURCHASE CONCESSIONS

\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_  
 (RC)BUYER'S OFFICE CODE (RC)BUYER'S AGENT MLSID (RC)BUYER'S AGENT NAME (RC)BUYER'S AGENT OFFICE NAME  
(99988 FOR NON-MLS)

\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_  
 CO-BUYER'S OFFICE CODE CO-BUYER'S AGENT MLSID CO-BUYER'S AGENT NAME CO-BUYER'S AGENT OFFICE NAME

SELLER REMARKS: \_\_\_\_\_  
 \_\_\_\_\_

**VALID BUYER FINANCING TERMS:** A/S, ARM, ASSM, CASH, CONS, CONV, EXCH, FHA, FMHA, HULA, LEASE, MISC, PMM, SELLER FIN, SA/S, USDA, VA

**ALL CHANGES SHALL BE SIGNED BY A DESIGNATED REALTOR® OR BROKER-IN-CHARGE.**

(R)SELLER SIGNATURE: \_\_\_\_\_ PRINT NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

(RC)SELLER SIGNATURE: \_\_\_\_\_ PRINT NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

(R)DR/BIC SIGNATURE: \_\_\_\_\_ PRINT NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

**IF TRANSFERRING LISTING, SIGNATURE OF DESIGNATED REALTOR® OR BIC OF RECEIVING (NEW) OFFICE AND NEW OFFICE INFO. IS REQUIRED BELOW.**

\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_  
 (RC)NEW LISTING (RC)NEW MEMBER # (RC)NEW DR/BIC SIGNATURE (RC)PRINT NAME (RC)DATE  
 OFF. CODE