



MLS RULES – SCHEDULE OF FINES

Other than data integrity for all MLS users, your Association has no vested interest in fining for rule infractions. Any money collected from MLS fines is donated to our Community Partners.

OFFENSE	SANCTION
Section 1 Listing Procedure. Failing to file a listing, which is in service area MLS within 24 hours (excluding weekends and holidays).	\$50 fine plus \$10 per day that the matter is not corrected.
Section 1.1 Clear Cooperation. Within one (1) business day of marketing a property to the public, the listing broker must submit the listing to the MLS for cooperation with other MLS participants. Public marketing includes, but is not limited to, flyers displayed in windows, yard signs, digital marketing on public facing websites, brokerage website displays (including IDX and VOW), digital communications marketing (email blasts), multi-brokerage listing sharing networks, and applications available to the general public.	For failure to file a listing(s) within the required timeframe, the listing agent shall be assessed a \$500 fine.
Section 1.2.b. Directions. Must contain legitimate directions not suggested ways to obtain directions (i.e., Use GPS, Google it).	\$50 fine plus \$10 per day that the matter is not remedied. An additional \$50 fine for each occurrence of adding back the same or similar improper directions found to be in violation of this Rule.
Section 1.2.c. Personal Information. Personal information for company or listing subscriber is prohibited in public remarks and/or any public fields.	\$50 fine and information removed. An additional \$50 fine for each occurrence of adding back the same or similar information found to be in violation of this Rule.
Section 1.2.e. Land Use & Property Type determines into which MLS platform (commercial and/or residential) the listing may be entered.	For entering a listing in the incorrect MLS platform, the listing will be removed and notice provided to the listing agent that the listing shall be entered within the required timeframe as outlined in Section 1. Listing Procedures of these Rules.
Section 1.2.5. Photos. Failing to file at least one photo for any property type, including COMP listings, with MLS within 24 hours (excluding weekends and holidays).	System automatically reverts listing to Incomplete (not syndicated or viewable in MLS by others) until a photo is uploaded. For COMP sales entered without a photo, a fine of \$50 plus \$10 per day, as the system does not automatically revert Closed listings to Incomplete. For listing entered into Catylist entered without a photo, a fine of \$50 plus \$10 per day, as the system does not automatically revert listings to Incomplete.
Section 1.2.5. Photos. The branding of images, virtual tours and/or framing for images or virtual tours with any information or additional images is prohibited. Examples of branding include but are not limited to visual, verbal or written information; “For Sale” signs or promotional signage; names, email addresses, websites or contact information for any persons or entities; logos; identifiable codes, symbols or colors; and names of any persons	\$50 fine and photo removed. An additional \$50 fine for each occurrence of adding back the same or similar photo found to be in violation of this Rule.
Section 1.4. Change of Status of Listing. Any change in list price or other change in the original listing agreement shall be made only when authorized in writing by the seller and shall be filed with the MLS within 24 hours (excluding weekends and holidays) after the authorized change is received by the listing broker.	\$50 fine plus \$10 per day that the matter is not corrected.
Section 2.5. Reporting Sales and Leases. Failing to update status, including reporting sales and leases within 24 hours (excluding weekends and holidays). <i>NOTE: Lease rates for residential and commercial properties may, but are not required, to be disclosed.</i>	\$50 fine plus \$10 per day that the matter is not corrected.
Section 2.6. Reporting Resolution of Contingencies. The listing broker shall report to the MLS within 24 hours (excluding weekends and holidays) that a contingency on file with the MLS has been fulfilled or renewed, or the agreement cancelled.	\$50 fine plus \$10 per day that the matter is not corrected.
Section 18.6. Participant Responsible for Keyboxes. MLS Participant is responsible for maintaining Keyboxes, ensuring there is no (1) modification of a Keybox (e.g., shackle code on a Keybox, rendering of Keyboxes as inoperable), and returning as requested.	(\$100) per Keybox, and if unpaid after sixty (60) days shall result in the automatic suspension of the Participant’s access to the MLS and keybox privileges.