

# Authorization to Enter Comparable Sale Into MLS

This form may be used when the seller(s) agrees to let the listing data be used for comparable purposes.

## FOR THIS FORM TO BE EFFECTIVE, THE SELLING/BUYER'S AGENT MUST:

- (1) Provide a copy of the primary contract of sale.
- (2) Include the date(s) and other related info to the sale below.
- (3) Enter in MLS Database as Incomplete and submit all to CCBR no later than 30 days after closing.

As the owner(s) of the property located at \_\_\_\_\_, I/we hereby authorize \_\_\_\_\_ (listing/selling agent) of \_\_\_\_\_ (brokerage) to enter the aforementioned property into the multiple listing service for comparable purposes only in association with the sale and closing of the property. I/we understand that the property will not be marketed as an active listing and the sales data will not be distributed to any third-party websites.

This form does not replace or constitute an exclusive right to sell agreement or agreement to purchase the property.

\_\_\_\_\_  
Owner's Name

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner's Name

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Selling/Buyer's Agent

\_\_\_\_\_  
Selling/Buyer's Agent's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
*MLS Fields related to the sale of above property:*

*CCBR staff will update the Listing Agent to show as the Non-MLS Agent ID.  
The Listing and Expiration Date will be changed to the same as the Contract Date.*

Incomplete MLS#: \_\_\_\_\_  
Contract Date: \_\_\_\_\_  
Closed/Rented Date: \_\_\_\_\_  
Sale/Rented Price: \$ \_\_\_\_\_  
Seller Concessions: \$ \_\_\_\_\_  
Selling Agent ID: \_\_\_\_\_  
Selling Agent Name: \_\_\_\_\_

Terms of Sale:  Assumption  
 Cash  
 Conventional  
 FHA  
 Seller  
 USDA  
 VA  
 Other