

A

Above Grade Square Feet – From Realist, (Finished) Above Grade Square Feet is the total finished square footage measured at and above ground level as it appears from the front view of the building. Includes all floors and levels above this line. Main Floor plus any floors above that are finished.

Ad Copy: Enter your ad copy up to 225 characters. This will be pulled by your vendor for online or print advertising, if applicable.

Ad Headline: Enter your ad headline up to 25 characters. This will be pulled by your vendor for online or print advertising, if applicable.

Additional Rooms - Guest Suite includes a bathroom within bedroom (a second primary suite).

Additional Rooms - In-law Suite implies a bedroom, bathroom, kitchen, and private entrance. The choice for "In-law" remains but has been used for many configurations. In-law Suite is used to indicate a true in-law suite.

Additional Rooms - Primary Suite includes a bathroom within bedroom.

Aerial Drone Video: Pre-recorded media (slide show, video, or other media) hosted on a URL and available on demand. This field is to be used for your unbranded Aerial Drone video (no office or listing agent photo, logo or related text allowed - absolutely no contact info) for MLS and IDX per MLS rules. This will show in Matrix and on Matrix Client Portal in a separate icon.



Annual Special Assessment: An assessment made against a property to pay for a public improvement by which the assessed property is supposed to be especially benefited. The Annual Special Assessment field IS also part of the Total Taxes calculation (Local/Village + Town/City + School Taxes + Annual Special Assessment = Total Taxes). This field is for something like water district fees, garbage district fees, etc. that are assessed by a town/village/other taxing authority. It should not be confused w/a Homeowners Association Fee which is assessed by the condo association or neighborhood association.

Atrium Door: Looks like a sliding glass door but is hinged in the middle. One side opens as a normal door, the other side is fixed. Atrium doors generally lead to a deck or porch. Typically, more energy efficient than a sliding glass door.

Attic Description – Walk-in: Most walk-in attics are behind knee-walls – those little walls about 3'-5' tall that intersect the sloping roof line. Usually, the entire space would have been an attic, but they were reclaimed for living space and a wall was installed to make a bonus room or bedroom. They are usually found connected to one or more of the bedrooms upstairs and are especially common in Cape Cod-style houses.

Area vs. Town/City vs. Village fields: The MLS rules for the NYS Alliance of MLS's (and NY DOS) dictate that all listings must be listed in the municipality where property taxes are paid. We use the **Area** field for that rule which matches the first 6 digits (NYS SWIS Code for that Municipality) when you import listing data from Realist/public records. So, the Area field contains all the **Towns, Cities and Villages** in the database (does not include Hamlets). For example, for a property in a Village, it will come up if your search by that Village in the **Area** Field, if you search for the **Town** that the Village is part of (along with the properties not in the Village) in the **Town/City** field and/or if you search in the Village field for that Village.

- **Area/NY SWIS Code** – This is the name of the Municipality where taxes are paid for the property and includes the NY SWIS code for every city, town, and village in NY. Ex. **Shortsville-Village-323603**
 - **SWIS** - Statewide information system code or SWIS code means a numbering system established by [the Office of Real Property Services] ORPTS to uniquely identify each county, city town and village, and that portion of a town outside of incorporated villages. [SWIS Codes](#)
- **Town/City** – Every single parcel will have a Town or City. Ex. **Manchester**
- **Village** – Some parcels are also in a Village within a Town. Ex. **Shortsville-Village** which is in the Town of Manchester.
- **Postal City** – This is the name of the Post Office for a zip code and will contain 'approved' postal cities per the USPS for each zip code.
In the above example, the TaxID would start with 323603 when imported into a new listing.

Auction: Property is being offered at Auction - details should be explained in the Remarks.

Auto-Populate: If you select to “fill from Relist Tax” in Add/Edit, several data fields are pulled directly from Realist Public Records information and incorporated (auto-populated) automatically into the listing. These fields include County, Street Number, Street Name, Year Built, Tax Map #, Zip Code, Square footage, Acres, School, Owner Last Name, Owner First Name, Owner Address, Total Bedrooms, Total Baths (full and half), Assessed Value.

AVM (Automated Valuation Model) and RVM (REALTOR® Valuation Model): Computer generated estimate of residential property value, accepted by most lenders as a substitute for a full property appraisal for second mortgage loans and home equity lines of credit. Valuations are calculated using computer software models and recent sales of similar homes.

In our real estate market, you may see Realtors Valuation Model® (RVM®) home value estimates displayed for properties on www.narRPR.com (RPR) in addition to or instead of AVMs. **RVMs® are based on AVMs but also factor in MLS Listing data, sales data, and off-market data to yield a more accurate home value estimation than an AVM estimation.** RVMs® are displayed for a property on RPR only if criteria for an accurate result are fulfilled, such as having a minimum of two comps from active or inactive listings available to help calculate the estimate.

AVM - Y/N: Can the property be used in an **Automated Valuation Model (see above for description) if N is selected?** No, it cannot. An AVM value can be there for the property, but the property itself cannot be used or included in that AVM (or RVM) if No is selected on the listing. (This is true even for Realist and RPR).

B

Bank Owned: Bank owned (has already foreclosed).

Beds Approved per Septic: If the property has a septic enter the number of bedrooms the health department/town has on record for the septic system.

Blog: A type of [website](#), usually maintained by an individual with regular entries of commentary, descriptions of events, or other material such as graphics or video.

Broker's Agent: A broker's agent is an agent that cooperates or is engaged by a listing agent or a buyer's agent (but does not work for the same firm as the listing agent or buyer's agent) to assist the listing agent or buyer's agent in locating a property to sell or buy, respectively, for the listing agent's seller or the buyer agent's buyer. The broker's agent does not have a direct relationship with the buyer or seller and the buyer or seller cannot provide instructions or direction directly to the broker's agent.

Buyer's Agent: A buyer's agent is an agent who is engaged by a buyer to represent the buyer's interest.

C

Calculated Fields: After entering the number of selections in each field, total # is calculated from selections. For example: # Fireplaces Total, Total Taxes (Town/County, City/Village, School), Total Baths (ex. 2 full and one ½ bath would show up as 2.1).

Certificate of Occupancy: A document issued by a governmental authority that a building is ready and fit for occupancy.

Compensation Comments: When the listing broker is disclosing that (1) the compensation will be based on something other than the gross sale price, then the listing broker must define the concessions; (2) listing broker is offering tiered commission; and or (3) listing broker is allowing for a minimum commission amount, it must be entered in this field. Here are examples of Compensation Comments that meet MLS Rules:

- Commission based on net sale price less seller-paid closing costs, points, prepaids, prorations paid on buyer's behalf.
- y% if sale price is over \$xxx,xxxx, z% if under \$xxx,xxx
- x.x% or \$xxx minimum

A cooperating broker has the right to know up front how his or her compensation will be calculated but listing brokers may define a net sale price differently. One listing may deduct seller-paid closing costs while another might deduct repairs. If a listing broker enters “paid on net closing price” without an explanation about how the net is calculated, a cooperating broker can require the listing broker to pay on the gross, not the net. From MLS Rules Section 5 Note “The definition of “seller concessions” is loan origination or discount fees, mortgage application fee, mortgage tax, deed and mortgage recording fees, mortgage title insurance premium, appraisal fee, credit report and lender's attorney's fee, pre-payables and escrow that is paid by the seller on behalf of buyer, as per original contract.”

Condo-Apartment Style: Usually one floor with a neighbor above and or below you. You do not own the ground beneath you, just the airspace of your unit. The units are individually owned, and each owner receives a recordable deed to the individual unit purchased, including the right to sell, mortgage, etc., that unit and sharing in joint ownership of any common grounds, passageways, etc. Each individual apartment will receive a separate tax bill from the municipality (rather than having your taxes be compiled into monthly maintenance as seen in co-ops). Condominium owners are required to pay monthly common charges. What all condominiums have in common is that they share common areas—such as yards, garages, rec rooms, or gyms—with other units that the condo owners do not have to maintain themselves, making home upkeep that much easier.

Condo-Townhouse: Usually two or more floors. You do not own the ground beneath you, just the airspace of your unit. The units are individually owned, and each owner receives a recordable deed to the individual unit purchased, including the right to sell, mortgage, etc., that unit and sharing in joint ownership of any common grounds, passageways, etc. Each individual apartment will receive a separate tax bill from the municipality (rather than having your taxes be compiled into monthly maintenance as seen in co-ops). Condominium owners are required to pay monthly common charges. What all condominiums have in common is that they share common areas—such as yards, garages, rec rooms, or gyms—with other units that the condo owners don't have to maintain themselves, making home upkeep that much easier.

Co-Op: Unlike a condominium, co-ops are owned by a corporation. This means, when you buy an apartment that is in a co-op building, you are not actually buying real property (like you would in a condominium). You are in fact, buying shares of the corporation. These shares entitle you to a proprietary lease, which relates your relationship to the building close to that of an investor, rather than a condominium building, where you are the outright owner of your specific unit. Co-op shareholders also pay a monthly maintenance fee to cover building expenses and upkeep like heat, hot water, insurance, staff salaries, real estate taxes and the mortgage debt of the building.

Co-Op Loan: An agreement entered into by a borrower and a lender to finance the borrower's acquisition of the borrower's cooperative interest.

Conforming: Conforms to local zoning requirements for current use.

D

Deed Restriction: An imposed restriction in a deed for the purpose of limiting the use of the land, ex.: a restriction as to the size, type, value, or placement of improvements that may be erected thereon.

E

Egress Window: Egress windows are large openings that offer a secondary exit in case of an emergency.

Exclusive Agency: A listing contract under which the owner appoints a real estate broker as his or her exclusive agent. The owner reserves the right to sell without paying anyone a commission. May or may not be listed in the MLS. Exclusive Agency authorizes the listing broker, as exclusive agent, to offer cooperation and compensation on blanket unilateral bases, but also reserves to the seller the general right to sell the property on an unlimited or restrictive basis. (Listing Types: "Exclusive Right to Sell" or "Exclusive Agency." Service Types: "Limited Service" or "MLS Entry Only." If Prospect Reservations included, then indicate a "Y" in the "Special Conditions Apply Call Listing Broker" field).

Exclusive Right to Sell: The conventional form of listing submitted to the multiple listing service that the seller authorizes the listing broker to cooperate with and to compensate other brokers.

Exempt Listings: If the seller refuses to permit the listing to be disseminated by the Service, the Participant may then take the listing (Office Exclusive) and such listing shall be filed with the Service but not disseminated to the Participants. Filing of the listing should be accompanied by certification ("office exclusive form") signed by the seller that he does not desire the listing to be disseminated by the Service. The listing contract and certification form (office exclusive) must be received at the service within 2 business days of the listing date on the contract. Note: *This may not go into the MLS as a comparable sale.*

F

Fiber Cement: Fiber cement is a composite material made of cement reinforced with cellulose fibers.

Foreclosure: Foreclosure is in progress (right up to the auction process). A procedure whereby property pledged as security for a debt is sold to pay the debt in the event of default in payments or terms.

Fractional: The main **difference** between **fractional ownership** and a **timeshare** is in the way actual equity is distributed. In a **fractional ownership** arrangement, the purchaser actually owns a piece of equity in the property. If the property goes up in value, the **fractional owner's** share of the pie also becomes more valuable.

French Doors: Both doors open in the center.

G

Geothermal: Geothermal energy is a renewable energy source because heat is continuously produced inside the earth. People use geothermal heat for bathing, to heat buildings, and to generate electricity.

GOM Rights Reserved: A land deed allows for reserve of the mineral rights, so the seller (or a prior owner) of the real estate retains those rights. Seller/prior owner is reserving rights to anything below surface. Buyer purchases a piece of real estate above ground that does not include the mineral rights.

H

Holding Tank (Sewer Description): A Holding Tank is much different than a Septic. It holds wastewater from bathrooms on a property. Because it is only a holding tank and does not have a system set up to deal with the waste once it hits the tank, it needs to be emptied once it has reached its capacity (no leach fields) and may require maintenance. Commercial and Residential listings can have these. They are often found in the Finger Lakes area near lakes.

HUD/Gov't Owned: HUD or VA owned; property has already been foreclosed.

I

IDX Y/N? (Internet Data Exchange): IDX or Internet Data Exchange allows participating Brokers to display each other's listings on their personal or corporate websites, commonly through a search tool. Each firm and their listings are opted into the IDX (Internet Data Exchange) program meaning their listings may appear on any broker websites that also participate in IDX. If a broker chooses not to participate, meaning that they do not want to share listings with other broker websites, their brokerage will be opted out (and will automatically be entered as a N on listings) and they are unable to show other broker listings on their own company website in return. Individual listings may be opted out if an owner does not want the world to see the listing. See below for examples of how this works in conjunction with the following fields.

Internet Y/N? Has the seller given you permission to place the property on the internet? If not, it will not appear on any IDX website, broker website, national website, or MLS public website.

Internet Street Address Y/N? Has the seller given you permission to show their street address on the internet? If not, the listing will still go out to IDX websites, national websites, and MLS websites but the address shall be suppressed.

To review the above:

- If an owner does not want a property to go out on the internet anywhere and only appear in the MLS, they would check **Internet=No**. All websites/developers should be excluding those listings if **Internet=No** (even if **IDX=Yes** includes Realtor.com or MLS public website).
- If **IDX=No** selected, it does not syndicate to other broker sites via IDX but may go to national and MLS websites if **Internet=Yes** (i.e., Realtor.com and GRAR's public website, but not other broker's sites).

L

Limited Service (a choice in the Service Type field in Matrix): Listing agreements under which the listing broker inputs the listing but provides limited services to seller. This field indicates to cooperating participants that these listings may be overseen differently than the typical full-service listing where a member would typically not be permitted to deal directly with the seller.

M

MLS Entry Only (a choice in the Service Type field in Matrix): Listing agreements under which the listing broker inputs the listing but does not provide any of the following services to seller. This field indicates to cooperating participants that these listings may be overseen differently than the typical full-service listing where a member would typically not be permitted to deal directly with the seller. Does not provide any of the following services:

1. arrange appointments for cooperating brokers to show listed property to potential purchasers but instead gives cooperating brokers authority to make such appointments directly with the seller(s)
2. accept and present to the seller(s) offers to purchase procured by cooperating brokers but instead gives cooperating brokers authority to present offers to purchase directly to the seller(s)
3. advise the seller(s) as to the merits of offers to purchase
4. assist the seller(s) in developing, communicating, or presenting counteroffers
5. participate on the seller's behalf in negotiations leading to the sale of the listed property.
6. will be identified with an appropriate code or symbol (e.g., EO) in MLS compilations so potential cooperating brokers will be aware of the extent of the services the listing broker will provide to the seller(s), and any potential for cooperating brokers being asked to provide some or all of these services to listing brokers' clients, prior to initiating efforts to show or sell the property.

Mobile Home: A mobile home is a factory-built home that is

- 1) Built before June 15, 1976, and
- 2) Not built to a uniform construction code.

Manufactured Home: A manufactured home is a factory-built in the U.S. that is

- 1) Built after the HUD-code took effect on June 15, 1976.
- 2) Built to the HUD Title 6 construction standards (commonly known as 'the HUD-code').

A manufactured home is built on a permanent chassis to ensure transportability. However, typically a manufactured home is not moved from its initial installed site. Placed on a slab foundation and anchored with anchor bolts to the ground; Has "I" beams and axles underneath that are not removed once anchored to the ground; and has ID plates on each side of the manufactured section and on the interior of the home. The exterior ID plates have serial numbers that must be the same as the interior ID plates.

Modular Home: Factory-built and then carried (often in sections) by special trucks to a building site where it is put together by a local builder; Conforms to all state, local or regional building codes at their destinations; Inspected by local building inspectors to ensure the structure meets requirements and that finished work is done properly; Usually placed on a concrete block foundation (crawl or full basement); Do not have "I" beams or axles underneath; and are removed from a transportation trailer by a crane and set on the newly constructed foundation.

N

No. Beds Approved for Septic: If the property has a septic system, enter the number of bedrooms the health department/town has on record for the septic system.

No. Fireplaces - Freestanding: The fireplace is not set on a wall. This field is not included in the # Fireplaces-Total.

No. Fireplaces - Not Repaired to Code: The seller does not represent that the fireplace meets the current building code. This field is not included in the # Fireplaces-Total.

Net Lease: In commercial real estate, a **net lease** requires the tenant to pay, in addition to rent, some or all of the property expenses which normally would be paid by the property owner (known as the "landlord" or "lessor"). These could include expenses such as real estate taxes, insurance, maintenance, repairs, utilities, and other items.

- **Single net lease**
Sometimes shortened to 'Net' or 'N,' the tenant is responsible for paying property taxes as well as the base rent. Double- and triple-net leases are more common forms of net leases because all or the majority of the expenses are passed on to the tenant.
- **Double net lease**
Sometimes shortened to 'Net-Net' or 'NN,' the tenant is responsible for property tax and building insurance. The landlord is responsible for any expenses incurred for structural repairs and common area maintenance. "Roof and structure" are sometimes calculated as a reserve, the most common amount is equal to \$0.15/SqFt.

- **Triple net lease**

Sometimes shortened to 'Net-Net-Net' or 'NNN,' the tenant agrees to pay all real estate taxes, building insurance, and maintenance (the three "Nets") on the property in addition to any normal fees that are expected under the agreement (rent, premises utilities, etc.). In such a lease, the tenant is responsible for all costs associated with the repair and maintenance of any common area.

This form of lease is most frequently used for commercial freestanding buildings. However, it has also been used in single family residential rental real estate properties.

Net Operating Income:

The calculation is **Gross Annual Income - Operating Expenses - Total Taxes = Net operating Income.**

Some of these calculations will result in a negative NOI because Taxes are required and are a part of the calculation (and the income and or expenses are not entered). This calculation is for Commercial, Multi-5+ and Multi 2-4 properties.

Non - conforming: Does not conform to local zoning for current use.

O

Owner 1st: With regard to Possible Financing, this means that the owner is willing to hold a 1st mortgage.

Owner 2nd: With regard to Possible Financing, this means that the owner is willing to hold a 2nd mortgage.

Owned with Bank Approval: Subject to short sale; approval by lender required.

Open House Type:

- **MLS Wide** means that any member of the MLS can tour the house (Broker Open).
- **Office** would mean only the Listing Office will see and can tour the house.
- **Public** means anybody is welcome.
- **Virtual** – For all of the following, a “Virtual Open House URL” will be provided in Matrix.
 - **Virtual MLS Wide** means that any MLS member can virtually tour the property (Broker Open).
 - **Virtual Office** means that only the Listing Office will see and can virtually tour the Property.
 - **Virtual Public** means all welcome, but this is not an “in person” open house. This is a real-time (live) scheduled event conducted virtually via live stream (or similar delivery).

P

Patio Home Attached: In most cases, a patio homeowner owns the lot the unit sits on, as well as the building's exterior and immediate property structures like walkways, porches, and fencing. You typically have homeowner's dues and a Homeowners Association. Usually, 1 to 1.5 stories. Each unit shares at least one wall with another house.

Patio Home Detached: In most cases, a patio homeowner owns the lot the unit sits on, as well as the building's exterior and immediate property structures like walkways, porches, and fencing. You typically have homeowner's dues and a Homeowners Association. Usually, 1 to 1.5 stories.

Patio/Sliding Door: One door slides open and closed.

Permit: Owner has permit for current use and/or buyer may need to apply for use permit.

Primary Road: A principal usually state or county-maintained road in a recognized system of highways. They connect to other towns/municipalities/states.

Private Remarks: 1000 Characters. This section is for information to be shared with other MLS Participants. This includes bonus information; lock box location; appointment information; web addresses.

Property Exclusions: If the listing has any property Exclusions, such as a Chandelier, this field should be Yes to alert the buyer's agent.

Property Use (Required field for Commercial/Industrial Property Type): The use/zoning status can generally be determined by a phone call to the local zoning department, the same as assessments, etc.

Public Remarks: 1200 Characters. This section is to further describe the property being offered for sale or lease. It may NOT contain anything that is not about the property itself including marketing info; showing info; personal information; company information; web addresses; phone numbers; co-listers; links; bonus information; other inappropriate information, unless required by MLS Rules or guidelines.

R

Raised Ranch: A raised ranch style home has two stories with a low-pitched gable roof. The lower story is at ground level or partially submerged below grade. From the main entrance, a full flight of stairs leads to the main living areas on the upper level.

REA: Found in HVAC Type - These are rural area-based energy coops established under the Rural Electrification Act of 1936. An electric cooperative is a private, non-profit company whose purpose is to deliver electricity to its customers or members.

Relocation: Relocation Company is involved. This is to alert the selling agent that additional time, forms and approvals will be required.

Riparian Rights: The right of a property owner whose land borders a natural water course, such as a river, to reasonable use and enjoyment of the water that flows past the property. Riparian means riverbank.

Roughed-In Bath: Plumbing installation that includes running the water supply lines and drain, waste and vent lines to the proposed location of each fixture.

RVM (REALTOR® Valuation Model): See AVM.

S

Short Sale: A transaction where title transfers, where the sale price is insufficient to pay the total of all liens and costs of sale and where the seller does not bring sufficient liquid assets to the closing to cure all deficiencies. Short Sale box should be checked under *Type of Sale* for short sale listings in MLS.

Scuttle Access: Scuttle Hole - An access hole to the **attic space**, minimum 22 ½" x 36," but may be larger.

Secondary Road: Secondary roads would be town or village roads that connect to primary roads.

Special Conditions- Call List Broker: If the listing has any conditions or requirements, such as "Named Exclusion" this field should be **Yes** to alert the buyer's agent. Example: Exception to contract if Uncle Joe buys the property.

Square Footage: Square Footage should match the tax/public records. If the tax records are incorrect and the square footage is changed from what the tax records indicate, an explanation of the difference must be disclosed in the Public Remarks. Note – please indicate the source of the adjusted square footage). For reference, Square Footage is area which measured from the exterior is "above grade and heated living area."

Square Footage [PubRec]: From Realist - The sum of all areas on all floors of a building included within the outside faces of its exterior walls, including all vertical penetration areas for circulation and shaft areas that connect one floor to another.

Sub-Agent: A subagent is a real estate agent or broker who brings in the buyer to purchase a property but is not the property's listing agent. The subagent represents the seller.

T

Third Party Commentary: Selecting "Y" for YES, allows third parties to write comments or reviews about this particular listing or displays a hyperlink to such comments or reviews in immediate conjunction with this listing on IDX sites. Select "N" for NO, if the seller does not want such comments or reviews in immediate conjunction with listings.

Timber Rights Reserved: The Timber Rights can be sold/recorded in different manners such as the rights someone reserves can go into perpetuity or a certain period of time. Some are recorded on your deed, and some are just written into a contract of sale when you buy/sell a property.

Total Rooms: In general, a room is a kitchen, a bedroom, a living room, a dining room, a family room, an office, a study or a den. Rooms do not have to be divided by walls as long as there is space for the intended function. In many markets, an open concept design or floor plan has been used, which typically encompasses a kitchen, dining room and living room. In such situations, the open area, sometimes referred to as a "Great Room", would usually be counted as three rooms even though there are no walls to separate those areas. Bathrooms, breakfast nooks, storage rooms, mudrooms, laundry rooms, foyers and closets are not usually considered in the total room counts.

Townhouse: A single-family dwelling with at least two floors that share a wall with another house. Each townhouse is individually owned. There is typically homeowner dues and a Homeowners Association.

Transitional home: A style of home that is built to modern standards, but does not have a sharp, edgy "contemporary" feel to it. It makes the "transition" between traditional and contemporary. Transitional homes can be 1, 1 1/2, 2 or 3 stories. The interior is airy with many windows. It has open spaces, with kitchen opening to family, dining areas. Often have high or vaulted ceilings.

V

Value Range Pricing Y/N: The seller sets a price range (i.e., \$335,000 to \$375,000) instead of a single price (\$375,000). The does not obligate sellers to accept any offer, it allows sellers to entertain, and counter offers within the range. In the MLS, the "VRP" field must be "Y" (Yes) and the full gross listing price is entered with an amount between the range of the low price and the high price, as agreed by the listing broker and seller, reflecting the fair market value of the property. The first line of the "Public Remarks" must state "Seller(s) will entertain offers between \$xxx,xxx (low price) and \$yyy,yyy (high price). Listing Agent for a VRP listing must send in the section of the listing contract that pertains to the price range to the MLS.

Variance: Property has variance for current use and/or buyer may need to apply for any use.

Virtual Open House (Public): Real-time (live) scheduled event conducted virtually via live stream (or similar delivery). Open invitation to any number of prospects.

Virtual Showing: Real-time (live) scheduled property showing conducted virtually via live stream (or similar delivery) for a customer or client. For an identified customer or client. Not an open invitation for others to attend (private showing).

Virtual Tour: Pre-recorded media (slide show, video, or other media) hosted on a URL and available on demand. This field is to be used for an unbranded virtual tour (no office/listing agent photo, logo or related text allowed - absolutely no contact info) for MLS and IDX per MLS rules. Will be sent in data feed to IDX websites to appear on other broker websites.

Virtual Tour 3D: Pre-recorded media (slide show, video, or other media) hosted on a URL and available on demand. This field is to be used for your unbranded 3D virtual tour (no office or listing agent photo, logo or related text allowed - absolutely no contact info) for MLS and IDX per MLS rules. This will show in Matrix and on Matrix Client Portal in a separate icon. A 3D tour lets the buyer fully experience the property as if they were walking through it in real time.

Virtual Tour Branded: Pre-recorded media (slide show, video, or other media) hosted on a URL and available on demand. This field is available to web site developers or ListHub so that brokers and salespeople can have their branding on virtual tours on their own website or sites they wish to send their listings to via ListHub. **It will not show on any reports in the MLS, the MLS public website or any IDX data feeds to broker websites.** See *Aerial Drone Video*.

W

W - Withdrawn: Property no longer on the market. A **Withdrawn listing** becomes Expired on the Expiration Date. If you are terminating a listing that may be relisted by you or another REALTOR® right away, then it should instead be changed to Expired in Matrix (must have proper signatures from Designated REALTOR® and property owner(s)).

If the listing cannot be relisted until the present expiration date, then you may change the listing to the 'Withdrawn' status and it will automatically become expired when that day arrives.

Walk-in (Attic): Most walk-in attics are behind knee-walls – walls about 3' - 5' tall that intersect the sloping roof line. Usually, the entire space would have been an attic, but they were reclaimed for living space and a wall was installed to make a bonus room.

Waterfront: Land at the edge of a body of water. Land abutting a body of water.

Water Rights (Lots, Land and Farms): The right of a property owner to use water on, under or adjacent to the land for such purposes as irrigation, power, or private consumption.

Y

Yr. Built Description:

- **Existing** - Dwelling has been lived in. Year Built is known.
- **Existing Unknown** - Dwelling has been lived in. Year Built is unknown.
- **New Build** - Dwelling has never been lived in but is already built.
- **To Be Built** - Dwelling is not built and not started yet.
- **Under Construction (60-90 days)** - Dwelling is started and not completed.