

Authorization to Enter Comparable Sale Into MLS

This form may be used when the owner(s) agree to allow listing data to be used for comparable purposes.

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

- (1) Provide a copy of the fully executed 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 ODBR no later than 30 days after closing.

As the owner(s) of the property located at _____, I/we hereby authorize _____ (Selling/Buyer's 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. At least one exterior photo must be submitted. Photos may not be copied from a prior listing. Photos entered into the MLS cannot be used by another broker without the consent of the listing broker who originated the photo(s).

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:

ODBR staff will update the Listing Agent to be ODNONMEMBER which is 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/Buyer's Agent ID: _____

Selling/Buyer's Agent Name: _____

Terms of Sale:

- ☐ Assumption
- ☐ Cash
- ☐ Conventional
- ☐ FHA
- ☐ Seller
- ☐ USDA
- ☐ VA