



## Mid GA MLS Listing Policies

- All improved property listings (active and closed) shall have at least one photo of the front elevation of the main structure (house or commercial building).
- No MLS photos shall contain a photo of a For Sale sign or other sign identifying the listing company, owner or builder.
- No listing shall contain any website address or phone numbers in the Public Remarks.
- Virtual tours uploaded should be non-branded
- Any property fitted with any type of lockbox must have a Mid GA MLS lockbox. Rule 5.2.1
- No **lockbox codes** or **alarm codes** will be published in the MLS system information.
- All listings must contain the Seller's name unless seller submits a signed affidavit requesting their name be withheld or a copy of the listing agreement showing that the name should be withheld.
- Any potential Short Sale must be noted in the Realtor comments.
- Listings with Kick Out contracts may be listed as Active provided the opening line of the Public Comments identifies the Kick Out. Example, "48 hour Kick Out"
- Agent Open House/Caravans should be faxed or emailed to the MLS Staff so that they may be entered on the MLS Calendar.