

Listing Change Form

Listing Number _____ Listing Price _____ Price Change _____

Listing Address: _____

Status Changes:

Active

New Expiration Date: _____/_____/_____

Back-up

Back-up Date: _____/_____/_____

Cancelled

Cancelled Date: _____/_____/_____

Hold

Hold Date: _____/_____/_____

Expired

Expiration Date: _____/_____/_____

Withdrawn

Withdrawn Date: _____/_____/_____

*Pending

Pending Date: _____/_____/_____

***REQUIRED**

Estimated Selling Date: _____/_____/_____

Leased

Leased Date: _____/_____/_____

Sold

The following fields are required when entering a SOLD listing:

Sold Date: _____/_____/_____

Pending Date: ___/___/___ Close Esc. Date: ___/___/___ Selling Price \$ _____ Concessions? Yes No
Concessions Amount \$ _____

Buyer Financing: (check one) Adj Rate Mtg, Assumed, CalHFA, CalVet, Cash, Conventional, FHA 203(b),
 FHA 203(k), Land Contract, Other, Private, Second Mortgage, Seller Financing, USDA, VA Loan

Selling Agent ID: _____ Selling Office ID: _____

Comments/Additional Information: _____

Broker Print Name _____ / Signature _____ MLS ID _____

Agent Print Name _____ / Signature _____ MLS ID _____
(Signatures required for processing)

**** Email this form to HDAOR STAFF: Rosemary@hdaor.com or Valerie@hdaor.com ****



NOTICE: If changes being made are due to a **compliance violation** received from CRMLS, it is the Agent/Broker's responsibility to send CRMLS any documents requested as well as notify them once HDAOR has made the change.

NOTICE: ** Expired listings can no longer be reactivated. Listing must either be re-listed OR Copied. **