GREENWICH MLS
CHANGE FORM FOR ALL PROPERTY TYPES

Complete The Following For All Changes:

Property Type: ☐ S - Single Family L - Land C - Condo/Co-op M - Multi R - Rental B - Comm'l

ML #: |_|_|_|_|_|

Date of Change: |_|_|/|_|_|/|_|_|

List Firm ID: |_|_|_|_|_|

Owner's Name(s): _____

Address: _____

_____
Listing Agent Signature

Current List Price: $ _____

☐ **Check Here If Faxing**

Changes Requiring Signatures

New List Price: $ _____

☐ **DELETE/CANCEL** ☐ **EARLY EXPIRATION**

New Expiration Date: |_|_|/|_|_|/|_|_|

DR/Mgr. Signature: _____
Required for Delete or Early Expiration

☐ **REINSTATE**
(Photo Must be Submitted)

☐ **WITHDRAW**
(Temporarily off Market)

Owner Signature: _____ **Owner Signature:** _____

SALE - Transaction Report

☐ **PENDING - Contracts not fully exchanged - listing remains in the MLS book.**

Pending Date: |_|_|/|_|_|/|_|_|
(Date Required for Transaction)

☐ **CONTRACTS EXCHANGED - Listing moved from active section of the MLS book to Quarterly Re-cap section. It is the responsibility of the Listing Broker to report the selling price at contract or within 48 hours after closing.**

Contract Date: |_|_|/|_|_|/|_|_|
(Date Required for Transaction)

☐ **SOLD / REPORT OF PRICE** **Close Price:** $ _____

Close Date: |_|_|/|_|_|/|_|_|
(Date Required for Transaction)

Selling Firm: _____ **Selling Agent:** _____

LEASE - Transaction Report

☐ **LEASED / REPORT OF PRICE** **Price:** $ _____ per Month Term Sq.Ft. (Circle One)

Duration of Lease: _____
(# of Months)

Leasing Firm: _____ **Leasing Agent:** _____

Open House

Select District: (Circle One)	TUESDAY			THURSDAY	
	Dist. 1	Dist. 2	Dist. 2A	Dist. 3	Dist. 4

Date |_|_|/|_|_|/|_|_| (Mo. Day Yr.)

Time |_|_|:|_|_| To |_|_|:|_|_| (Hour Min. Hour Min.)

Remarks: _____

_____

Complete the Following for Data Changes

Title/Field	Change To
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

REMARKS Revisions or Additions (for ALL property types EXCEPT for Single Family and Land), only the first four lines (144 Characters) will appear in the MLS book. All remarks will appear in the MLS computer.

Rev 10/99
Rev 07/01