

Auto Sell Updates and Your Listings



On December 1, 2009, the Matrix “Auto Sell” function will automatically change your listing status to **Sold (S*)** after **5 days** if you do not actively update your listings.

The Auto Sell function uses the information in the Estimated Close of Escrow/End Date field to update your listing and to send notifications.

*With all listing status changes you have a 48 hour grace period to update your listing in the MLS. Auto Sell follows this same rule by providing a 48 hour grace period after the Estimated COE/End Date. Failure to manually update your listing prior to the end of this 48 hour grace period will result in a **Status Violation**.*

To avoid this violation you must:

- **MANUALLY** update your status and verify your reported data by changing your **Pending** or **Backup** listing to **Sold** within the Auto Sell grace period of 48 hours, or
- You must manually extend your “Estimated COE/End Date” within the 48 hour Auto Sell grace period.”

Do I receive any warning from the system?

- A courtesy notice is sent via email **14 days, 7 days and 1 day** prior to your reported “Estimated COE/End Date.”
- If you do not update your status or extend your Estimated COE/End Date a Status Violation notice is sent **at the end of the 48 hour grace period**.
- If you do not update your status or extend your Estimated COE/End Date **by the end of the 5th day** an email is sent notifying you that Matrix has changed your listing to Sold.

If you have any questions contact your local association’s compliance department or MRMLS support by browsing to www.imrmls.com/support.