

Listing Input Changes



On Wednesday, March 9th, required fields and rule changes will be made for inputting listings in the CRMLS Matrix Platform.

Refer to the list of changes below:

- When Short Sale is selected as the Sale Type, you must agree to [Section 7.15.2 of the Standardized Rules and Regulations](#) before you can submit the listing.
- The Year Built and Year Built Source fields for all listings that contain a structure will be required.
- The Occupant Type field for Residential, Residential Lease and Mobile property types will be required unless Vacant is selected in the Showing Instructions field.

The following changes apply to Residential Income listings only:

- The New Taxes, Trash, and Insurance fields under the Annual Operating Expense section will be required.
- The Gas, Electric, and Water/Sewer fields will be required contingent on the existing separate meter fields equaling the number of units.
- The Maintenance/Management field will be required for listings with five or more units.
- When entering a value in the Total Annual Operating Expenses field, the value entered must be greater than or equal to the sum of all expense fields.

[Click here](#) to download the latest listing input forms.