

In November 2019, the National Association of REALTORS® Board passed MLS Statement 8.0, also known as the Clear Cooperation Policy.

The Clear Cooperation Policy was designed to support a more cohesive and collaborative marketplace — where professional REALTORS® belonging to a cooperative network (MLS) share listings with each other under a common set of rules. The policy will restrict the secondary market of listings that were represented by REALTORS® but were not contributed to the MLS.

#### **When will CBORMLS Implement the Clear Cooperation Policy?**

The policy has been in effect since January 1, 2020. However, MLSs have until May 1, 2020 to implement it at the local level.

**CBORMLS is implementing the policy changes May 1st, 2020**

**THAT'S WHO WE**  REALTOR

# **CLEAR COOPERATION POLICY:**

COLUMBIA BOARD OF REALTORS®  
POLICY IMPLEMENTATION PLAN

## **WHAT IS THE CLEAR COOPERATION POLICY?**

Within one (1) business day\* of marketing a property to the public, the listing broker must submit the listing to the MLS for cooperation with other MLS participants.

Public marketing includes, but is not limited to, flyers displayed in windows, yard signs, digital marketing on public facing websites, brokerage website displays (including IDX and VOW), digital communications marketing (email blasts), multi-brokerage listing sharing networks, and applications available to the general public.

\*Business days exclude Saturdays, Sundays, and holidays.

"Holidays" include all recognized federal & state holidays.

**Continue reading thru this informational document to review specific changes to the CBORMLS Rules & Regulations relating to the Clear Cooperation Policy.**

# COLUMBIA BOARD OF REALTORS®

## CLEAR COOPERATION MLS RULES SNAPSHOT

### PROPERTY TYPE REQUIREMENTS:

CBORMLS members are **required** to enter listings of the following property types in the Columbia Board of REALTORS® MLS system within **1 Business Day** of the Listing Agreement Effective Date:

- Residential
- Vacant Land
- Farm
- Income Property

*Commercial & Rental Listings are both **optional** Property Types for entry in the CBORMLS and are **not** included in the 1 Business Day Entry Rule.*



### ENTRY RULES:

- **New Listings:** All Exclusive Right to Sell and Exclusive Agency listings must be entered in the MLS system within **1 Business Day** of the Listing Agreement Effective Date.
- **Pending Status:** A property placed Under Contract (Pending) or Active with a Contingency (contingent upon the sale of another property) must be entered in the MLS system within **1 Business Day** of the Under Contract date.
- **Listing Changes:** Change of Status requiring a Seller signature must also be entered within 1 Business Day of the Effective Date of the Change of Status.
- **Closed Status:** A property placed in a Closed (Sold) status must be entered in the MLS system within **5 Business Days** of Date of Closing.



### STATUS ENTRY FINES:

- Failure to enter **new listings** within 1 business day into the CBORMLS will be subject to a **\$200.00 assessment**
- Failure to **pend listings** within 1 business day of the Under Contract date into the CBORMLS will be subject a **\$200.00 assessment**
- Failure to **close listings** within 5 business days of the closing date into the CBORMLS will be subject to a **\$200.00 assessment**



### REQUIRED DOCUMENTATION:

- **Coming Soon Listings:** Coming Soon Addendum (MSC-117) & Listing Agreement must be emailed to [liz@cbormls.com](mailto:liz@cbormls.com) **PRIOR** to entering the listing in CBORMLS system and within 1 business day of the effective date on the Listing Agreement.
- **Listings on MLS Waiver (Waived Listings):** Waived Listings must utilize the CBOR MLS Listing Submission Waiver Form (MSC-116). Completed Waiver forms must be emailed to [liz@cbormls.com](mailto:liz@cbormls.com) within 1 business day of executing the Listing Agreement & waiver form.
- **Withdrawn Listings:** Listing Participants/Subscribers may use CBOR Form **MSC-119** or MR Form **MSC-1040** to authorize a listing status change to "Withdrawn". Withdrawal documentation is not required to be emailed to CBOR, unless specifically requested.





# COLUMBIA BOARD OF REALTORS®

## CLEAR COOPERATION LISTING PROCEDURES GUIDE

	COMING SOON STATUS	LISTINGS ON MLS WAIVER (WAIVED/MLS EXEMPT LISTINGS)	WITHDRAWN STATUS
<b>ENTRY</b>	Entry as a "Coming Soon" listing is required in the CBORMLS system within (1) one business day of effective date of Listing Agreement (with authorized consent from Seller to advertise as "Coming Soon" using Coming Soon Addendum Form MSC-117)	Waiver Listings have been waived from MLS Entry. If a Waiver is terminated, the listing must be entered in the CBORMLS within 1 Business Day of the termination of the Listing Submission Waiver.	Withdrawn Listings must be changed to "Withdrawn" status in the CBORMLS system within 1 Business Day of the effective listing change date.
<b>DOM CALCULATION</b>	Days on Market <u>do not</u> calculate while in the status of "Coming Soon" in the CBORMLS System	If a Listing Waiver is terminated, the listing will be entered into the MLS with the original effective date on the listing agreement. DOM will automatically accrue based on the Original Effective Date.	Days on Market do not calculate while in the status of "Withdrawn" in the CBORMLS system.
<b>SHOWING ELIGIBILITY</b>	14 Calendar Days Maximum	There is no time limit for listings on waiver.	There is no time limit for listings that are withdrawn. However, a listing will only display as "Withdrawn" up until the date of a Listing's expiration.
<b>LISTING DISTRIBUTION</b>	Showings are <b>NOT</b> allowed during the time spent as "Coming Soon" in the MLS	Showings are allowed <b>solely by the Listing Participant/Subscriber and/or by a licensee who also belongs to the Listing Brokerage</b> while a listing has been properly waived from the MLS. If a licensee outside of the Listing Brokerage wishes to show a waived listing, the property must be made entered as an Active status listing in the CBORMLS prior to the showing	No showings are allowed while in the status of "Withdrawn". The Listing Participant/Subscriber is responsible for reactivating the listing in the CBORMLS (with Seller approval), <b>PRIOR</b> to resuming showings.
<b>MARKETING RESTRICTION</b>	Available in MLS systems and MLS client portals	Waived listings are not available in the MLS system nor on client portals. Waived listings have not been entered in the CBORMLS system; therefore those listings will not be syndicated to third party portal sites via CBORMLS nor via IDX.	Withdrawn Listings are displayed to CBOR Participants & Subscribers in the MLS system and within MLS client portals (if a Buyer's agent has authorized Withdrawn Status listings to be included on their clients' portal settings in the MLS system). Withdrawn listings are not syndicated to third party portal sites via the CBORMLS system nor via IDX.
<b>DOCUMENTATION</b>	<b>Public advertising is allowed</b> while in the status of "Coming Soon" in the CBORMLS system. CBORMLS will not distribute these listings to third party portal sites (i.e. midmohomefinder.com, Zillow, Realtor.com Trulia, Homes.com, nor via IDX)	Waived listings may <b>NOT</b> be publicly advertised. Listing Participant/Subscriber may openly discuss waived listings with their own clients or licensees within the Listing Brokerage. Listing agent cannot have communication with a Participant/Subscriber of another brokerage about the listing, as that is considered public advertising.	Withdrawn listings may <b>NOT</b> be publicly advertised.
<b>POTENTIAL FINES</b>	Coming Soon Addendum ( <b>MSC-117</b> ) & Listing Agreement must be emailed to liz@cbormls.com PRIOR to entering the listing in CBORMLS system and within 1 business day of the effective date on the Listing Agreement.	Waived Listings must utilize the CBOR MLS Listing Submission Waiver Form ( <b>MSC-116</b> ). Completed Waiver forms must be emailed to liz@cbormls.com within 1 business day of executing the Listing Agreement & waiver form.	Listing Participants/Subscribers may use CBOR Form <b>MSC-119</b> or MR Form <b>MSC-1040</b> to authorize a listing status change to "Withdrawn". Withdrawal documentation is not required to be emailed to CBOR, unless specifically requested.
	Failure to produce listing documentation and/or the Coming Soon Addendum requested by the Board office within 24 hours of initial email request shall be subject to a \$250.00 assessment.	Failure to produce Listing Agreement & Listing Submission Waiver documentation requested by the Board office by the close of business the (business)day following the request is an automatic \$250 assessment.	Both the Listing Participant/Subscriber & the Showing Participant/Subscriber will be fined \$1,000.00 for any showings/preview appointments conducted on a listing while inside "Withdrawn" status and prior to its availability to all Participants & Subscribers of the MLS as an active MLS listing. Listing Participant/Subscriber must reactivate the listing in CBORMLS system prior to resuming showings
	Both the Listing Participant/Subscriber & the Showing Participant/Subscriber will be fined \$1,000.00 for any showings/preview appointments conducted on a listing while inside the "Coming Soon" status and prior to its availability to all Participants & Subscribers of the MLS as an active MLS listing	If a Listing Submission Waiver is terminated, or public advertising takes place on a Waived Listing, the listing must be entered into the CBORMLS system within 1 Business Day of the termination on the Listing Waiver form (or the date of public advertising). Listings entered after 1 Business Day are subject to a \$200.00 assessment.	Withdrawn listings publicly advertised, must be reactivated in the MLS within 1 Business Day of being publicly advertised. Failure to place the listing back to "Active" status in the CBORMLS system within 1 business day of public advertising will be subject to a \$200.00 assessment.