

# Seller Instruction to Place Listing into CRMLS Coming Soon Status

Property Address: \_\_\_\_\_

Start Showing Date: \_\_\_\_\_ (Not to exceed 21 days after entry into Coming Soon)

Seller desires to have the Property placed into the CRMLS Coming Soon Status, which is subject to the following limitations:

1. **NO SHOWINGS:** Seller directs that their Property not be available for viewing by anyone until the Property is placed into an Active status in the MLS. Broker is prohibited from showing Property to prospective buyers and/or their own clients while the Property is in the Coming Soon status. If the Seller desires to have the Property shown to prospective buyers or to any cooperating brokers, the Broker must change the listing status to “Active” in the MLS. Once changed to Active status, the Property cannot be changed back to Coming Soon.
2. **LIMITED ADVERTISING:** While the Property remains in the Coming Soon status, the listing information will NOT be sent out from the MLS to any public facing websites (such as Zillow, Realtor.com, Homes.com) or any broker’s publicly accessible website. Because of this limited advertising, DOM will not accrue while in Coming Soon status.
3. **21 DAY LIMIT:** Property cannot be in the Coming Soon status for more than 21 days. After 21 days, the Property will automatically be transferred to the Active status by the MLS system.
4. **ONE TIME USE OF STATUS:** If at any point the Property status is changed from Coming Soon to any other status, the Property may not be returned to the Coming Soon status.
5. **ADVERTISING:** While the Property remains in Coming Soon status, Broker may market the Property in any medium, provided that any such marketing only markets the Property as “Coming Soon” and any date used to indicate when the Property will be available for showing matches the Start Showing Date.
6. **VIEWABLE BY CRMLS BROKERS:** Seller understands that while the Property is in the Coming Soon status, the Property listing information will be made available to all CRMLS Brokers and their clients.
7. **OPEN FOR OFFERS:** Offers can be made on Coming Soon listings even though no showings are permitted. Should a Seller accept an offer on a Coming Soon listing, Broker must change the status consistent with CRMLS Rules, and the Property will not ever return to a Coming Soon status.

**By signing below, Seller certifies and acknowledges that Seller has read and understands the information provided herein and has received a copy of this document.**

Seller: \_\_\_\_\_

Date: \_\_\_\_\_

Seller: \_\_\_\_\_

Date: \_\_\_\_\_

Listing Agent: \_\_\_\_\_

Date: \_\_\_\_\_

Listing Agent Name: \_\_\_\_\_

Listing Agent License Number: \_\_\_\_\_

Listing Broker (Firm Name): \_\_\_\_\_

Submission is optional. If you choose to submit, please submit to [Compliance@crmls.org](mailto:Compliance@crmls.org).