



REPORTING ENTRY WITHOUT NOTIFICATION

If you believe someone entered your listing without prior notification, complete this form and submit it along with:

- A copy of your office log book that shows all of the scheduled showings/entries for the date on which the infraction occurred;
- A report from KIM computer system showing the entry to the property

Date of entry without notification: _____ / _____ / _____

Address of property entered without prior notification:

Name of reporting REALTORS®: _____

Office: _____

Office address: _____

Office phone: _____

Name of person who entered home without prior notification: _____

Office: _____

Office address: _____

Office phone: _____

SUBMIT MATERIALS TO:

Columbus REALTORS®
Attn: Keybox Administrator
2700 Airport Drive
Columbus, Ohio 43219
Fax: 614-337-7559