

# DELAYED SHOWING AUTHORIZATION FORM



2700 Airport Drive, Columbus, OH 43219 | Tel. (614) 475-4000 | Fax (614) 416-0258

The real estate listing brokerage and/or agent named below has explained to me the advantages of the Multiple Listing Service. The Multiple Listing Service is a means by which real estate brokers make offers of compensation to other brokers in exchange for cooperation in the sale of real estate. Using MLS, brokers are able to maximize exposure of the property to the largest possible number of buyers, increasing the probability that the property owner will achieve both a faster sale and maximum sale price.

Only property that is active on the market in the MLS is included with the other real estate listings that are displayed in broker IDX sites and on Realtor.com

Listings that are active on the MLS are expected to be available for showings within a reasonable period of time with proper advanced notice.

However, for reasons identified in the Owner's Remarks below, owner requests the listing be added to the Multiple Listing Service in an Active status with a delayed start date for showings. This will mean that the property may not be shown until the date specified on the form below. The "Showing Start Date" policy carries with it the following guidelines:

- 1) There may be no showings of any kind until such time as the date established as the "Showing Start Date" has been met. For the purpose of the Showing Start Date policy, the following would qualify as showings: actual showings, open houses, realty tours, agent previews.
- 2) The "Showing Start Date" may not be moved to an earlier date for any reason once it has been entered into the MLS. The only exception would be when a mistake is realized and MLS notified within 24 hours of entry.
- 3) The "Showing Start Date" is limited to a date no more than thirty days in the future. If originally set to less than 30 days in the future, it can be extended. The extension cannot be further out than thirty days from the original list date.
- 4) The "Showing Start Date" cannot be changed once it has been met. If showings must be stopped again for a period of time after the showing start date has passed, the listing should be in the withdrawn (Temp off Market) status.
- 5) Any showing of a property before the "Showing Start Date" has been met will be a violation of MLS policy and potentially the NAR REALTOR® Code of Ethics. There may also be issues with Fair Housing Laws that could affect the REALTOR®, their Broker and the seller.

**PLEASE NOTE: ALL FIELDS ARE REQUIRED.**

Please PRINT clearly in all blanks except for signatures. Showing Start Date: \_\_\_\_\_  
Listing Address: \_\_\_\_\_ Unit/Suite #: \_\_\_\_\_  
Listing City: \_\_\_\_\_ Listing Zip code: \_\_\_\_\_  
Listing Office/Company: \_\_\_\_\_ Listing Office Broker #: \_\_\_\_\_  
Listing Company Phone # / Ext: \_\_\_\_\_  
Listing Agent Name: \_\_\_\_\_ List Price: \_\_\_\_\_  
Listing Agent Phone # / Ext: \_\_\_\_\_

**AGENT**

Agent's Remarks:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Listing Broker/Manager: **(REQUIRED)**  
\_\_\_\_\_  
Date: \_\_\_\_\_

*By signing, I acknowledge that I understand the Showing Start Date Policy.*  
Signature of Listing Agent: **(REQUIRED)**  
\_\_\_\_\_  
Date: \_\_\_\_\_

**PROPERTY OWNER**

Owner's Remarks:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Owner(s): **(REQUIRED)**  
\_\_\_\_\_  
\_\_\_\_\_

*By signing, I acknowledge that I understand the Showing Start Date Policy.*  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State/Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Date: \_\_\_\_\_

This form is required but need not be submitted to MLS unless requested. Participants are permitted to formulate their own version of the form provided the substitute form contains at least the same requirements as the MLS version of the form. The form is required for any listing for which the Showing Start Date is after the List Date. (Example: List Date June 1, Showing Start Date June 10.)

