Stellar MLS

STATUS CHANGE FORM

* Indicates Required Field

This is a multi-purpose form and must be used to report changes to any listing.

MLS Number* | Street # * | Street Name* | City* | State* | Zip* | Country*

Changes/Corrections MUST BE REPORTED WITHIN 2 BUSINESS DAYS

Price Changes MUST be signed by all parties in the original listing's contract.

☐ **Price Changes**

Present Price* | New Price*

☐ **Status Change to Active (back on market)**

Listing Contract Date* | New/Updated Exp Date

☐ **Change Status to Pending (PND)**

Contract Date* | Expected Closing Date* | Contract Status* (Contingencies) | Backups Requested*

Selling (Buyer's) / Lease Agent ID* | Selling (Buyer's) /Lease Agent Name

Selling (Buyer's) / Lease Agent 2 ID | Selling (Buyer's) /Lease Agent 2 Name

☐ **Change Status to Sold or Leased**

Contract Date* | Expected Closing Date* | Sold or Leased Date* | Gifted or Donated

Seller Paid Buyer Costs* | Sold or Leased Price* | Sold Terms*

Selling (Buyer's) /Lease Agent ID* | Selling (Buyer's) /Lease Agent Name

Selling (Buyer's) /Lease Agent 2 ID | Selling (Buyer's) /Lease Agent 2 Name

Sold Remarks (optional)

☐ **Status Change to Temporarily Off Market (TOM)**

TOM Date*

☐ **Status Change to Canceled**

Canceled Date*

☐ **Status Change to Withdrawn (WDN)**

Withdrawn Date* | Conditions Exp Date*

Notes to Staff:

If a term/condition of the original contract is being changed, this form MUST be signed by all parties.

Listing Agent Signature* | Date*

Owner Signature (Owner's Signature NOT required for CHANGE TO SOLD/LEASED status changes) | Date*

Owner Signature (Owner's Signature NOT required for CHANGE TO SOLD/LEASED status changes) | Date*

Broker Signature* | Date*

Print Form | Submit By Email

Email address: admin@stellarmls.com | Fax: 407-960-5450 | Phone: 407-960-5300

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