**MLS FINES**

**DATA INTEGRITY – MANIPULATION OF MLS CONTENT**

**Automatic $100 FINE**

• **1ST VIOLATION:**

* + FAILURE TO PROPERLY SPECIFY OR INTENTIONAL MANIPULATION OF LISTING LOCATION INFORMATION, INCLUDING BUT NOT LIMITED TO:
  + PROPERTY TYPE
  + CITY
  + ADDRESS
  + MLS NEIGHBORHOOD
  + MLS AREA
  + MLS MAP
  + ALTERNATE KEY NUMBER, LEGAL DESCRIPTION, PARCEL ID NUMBER
  + 5 DIGIT ZIP CODE

**2ND VIOLATION: $250.00**

**3RD VIOLATION: $500.00 PLUS MLS REVIEW PANEL**

**ENTERING LISTING AND REPORTING CHANGES BY DEADLINE**

**1ST VIOLATION: $500 Correct within 2 Business Days**

* FAILURE TO MAINTAIN CURRENT, ACCURATE LISTING AGENT EMAIL ADDRESS.
* FAILURE TO NOTIFY THE KWAR STAFF OF TERMINATION, TRANSFER OR ADDITION OF

AN ASSOCIATE UNDER THE PARTICIPANTS LICENSE WITHIN TWO BUSINESS DAYS.

* LISTINGS NOT ENTERED WITHIN TWO BUSINESS DAYS OF LISTING START DATE.
* LISTING STATUS CHANGES NOT REPORTED WITH TWO BUSINESS DAYS.
* FAILURE TO ENTER INFORMATION IN A REQURED DATA FIELD.
* FAILURE TO PROVIDE DOCUMENTATION WITHIN TWO BUSINESS DAYS REQUESTED BY THE KWAR STAFF.

**2ND VIOLATION: $750**

**3RD VIOLATION: $1500 PLUS MLS REVIEW PANEL**

**DATA INTEGRITY**

**Automatic $500 FINE**

**1ST VIOLATION**

* POSTING A LISTING ON MLS WITHOUT HAVING A SIGNED LISTING AGREEMENT.
* OFF MARKET/POCKET LISTING – WITHHOLDING A VALID LISTING OUT OF MLS WITHOUT SIGNED SELLER OPT-OUT FORM.
* PLACING URLs, SHOWING INSTRUCTIONS, OPEN HOUSES, ACCESS CODES, LOCKBOX COMBINATIONS, COMMISSION/BONUS INFORMATION OR CONTACT INFORMATION IN THE CONSUMER REMARKS, OR INTERNET REMARKS. THIS INCLUDES BUT IS NOT LIMITED TO NAMES, PHONE NUMBERS, EMAIL ADDRESSES OR WEBSITES.
* NO PHOTO. MINIMUM THREE PHOTOS (REPRESENTATIVE OF THE FRONT OF THE PROPERTY AND AT LEAST TWO INTERIOR IS REQUIRED. ALL PHOTOS MUST BE SPECIFIC TO THE PROPERTY).
* AGENT SOLICITATION/RECRUITMENT IN ANY MLS INTERGRATED SERVICE.
* ENTERING INCORRECT SELLING AGENT OR SALE PRICE INFORMATION WHEN CLOSING A LISTING.
* FAILURE TO PAY ASSESSED MLS FINES.
* ENTERING A DUPLICATE LISTING UNDER THE SAME PROPERTY TYPE.
* NOT HAVING KWAR STAFF **DELETE** DUPLICATE LISTING BEFORE CLOSING
* ENTRY OF INACCURATE OR NON-TEXT INFORMATION (I.E WATERMARKS, LOGOS) ANYWHERE IN THE LISTING.
* USE OF ANY DATA FIELDS FOR A PURPOSE OTHER THAN ITS INTENDED USE.
* USE OR REUSE OF ANY PHOTOGRAPH WITHOUT THE PROPER AUTHORIZATION.
* INAPPROPRIATE/INACCURRATE PHOTOS, VIRTUAL TOURS AND VIDEOS.
* PHOTOS, VIRTUAL TOURS AND VIDEO IMAGES CONTAINING TEXT OR EMBEDDED LINKS.
* BRANDED SLIDE SHOWS, VIRTUAL TOURS OR VIDEOS (AGENT, OFFICE OR COMPANY INFORMATION). VT MUST CONTAIN THE LETTERS “MLS” OR “UNBRANDED,” OR “NON- BRANDED” IN URL.
* INACCURATE OR OUTDATED FEES (I.E MAINTENANCE FEE/HOA FEE/TOTAL FEES).
* CANCEL AND RELIST SAME PROPERTY IN LESS THAN 30 DAYS

**DATA INTEGRITY CONTINUED**

**1st Violation $500 if not corrected within 2 days of notification of violation**

* VIOLATING LOCKBOX OR ELECTRONIC KEY REGUALTIONS.
* VIOLATING IDX DISPLAY RULES.
* FAILURE TO DISCLOSE BROKERAGE REPRESENTATION**.**
* ADVERTISING A LISTING FILED WITH MLS WITHOUT PERMISSION.
* EXTENDING A LISTING WITHOUT WRITTEN AUTHORIZATION OF THE SELLER ON MLS CHANGE FORM**.**
* FAILURE TO SECURE SELLER (S), BROKER OR OFFICE MANAGER SIGNATURE ON MLS CHANGE FORM.
* FAILURE TO USE CORRECT CLOSING DATE.
* USE OF CONSUMER REMARKS FOR OTHER THAN INTENDED USE.

**2ND VIOLATION: $750**

**3RD VIOLATION: $1000 PLUS MLS REVIEW PANEL.**

**IN ACCORDANCE WITH THE NATIONAL ASSOCIATION OF REALTORS STANDARDS OF CONDUCT FOR MLS PARTICIPANTS, A PENALTY NOT TO EXCEED $15,000 MAY BE IMPOSED FOR VIOLATIONS OF MLS RULES OR OTHER MLS GOVERNANCE PROVISIONS.**

**NOTE: BROKERS ARE RESPONSIBLE FOR ALL AGENTS/TEAMS OR OFFICE ADMINS WHO HAVE ADD/EDIT CAPABILITIES. LISTING AGENTS ARE RESPONSIBLE FOR UNLICENSED ASSISTANTS OR AUTHORIZED TEAM MEMBERS WHO ADD/EDIT LISTINGS ON THEIR BEHALF.**

**\*FINES NOT PAID WITHIN 30 DAYS WILL BE SUBJECT TO ADDITIONAL FEES AND/OR SUSPENSION OF MLS SERVICES.**

**Revised 8/2024**