

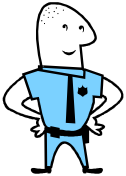





Your Key to the Proper Use of the Public Remarks Field



All fields in the database are reserved for a specific purpose and specific information.
Entering improper data into a field may result in your listing not showing up if a specific field is searched.

Be especially careful with the Property Description (Public / Internet Remarks) field, because they are transmitted to a number of public internet sites, IDX Broker sites, and all client reports.

Examples of Common Property Description Violations

	Reason:	Example:
	<p><u>Security Issues / Showing Instructions</u> Not allowed because could jeopardize Safety of sellers / tenants. Showing Instructions are meant for agents, not the general public.</p>	<p>Vacant Show cold, no need to preview No Show until BOH 24 hr notice to tenants Owner relocated / relocating Seller moved out of state Gate code, lockbox or combo lockbox code Enter through footpath at 123 Main; park on street at 123 Main</p>
	<p><u>Promises</u> Not allowed because must only state what "is" For sale, not what "might be"</p>	<p>New owner may have option to own the land soon The neighbor has said he would share the cost of driveway between properties Seller will complete for additional price! Carpet cleaned by COE/ New paint by COE</p>
	<p><u>Personal Information / Seller Information</u> Not allowed to pass to the general public due to Confidentiality and / or security issues.</p>	<p>Grandma & Grandpa live here. Back on Market due to no fault of the seller Fast sale needed due to divorce.</p>
	<p><u>Short Sale Comments</u> Not allowed because there is a field for this information. Also this is personal financial information.</p>	<p>Short sale / Not a short sale Foreclosure / Not a foreclosure Needs lender approval at this price.</p>
	<p><u>Possible HUD Violations</u></p>	<p>Perfect for single person. Close to (denomination specific) church or school.</p>
	<p><u>Remarks Directed Toward Other Agents</u> This information belongs in the Confidential / Showing Remarks.</p>	<p>Show to your discriminating clients. Bring your picky buyers. Call agent for reports. Make sure your buyers see this home.</p>
	Reason:	Examples:



Terms & Conditions of the Sale

Not allowed, there are fields for what conveys. Details should go in the Confidential / Showing Remarks.

...negotiable, but not necessarily included... Refrigerator, washer, freezer & some furniture stays!
Seller will consider partial trade for auto, boat... Spa and shed convey as is.



Price / Financial Info or Financing Remarks

Not allowed because there are fields for this information. Also, incentives may not be Available to less-than-full-price offers, and some of this information may be RESPA or TILA non-complaint.

Reduced \$100,000 from original list price
Owner will carry on approval of credit.
Owner will carry \$50k @ 8% for 3 years.
\$10k credit for NRCC.
Seller will credit buyer with \$20,000 at close with full price purchase.
You may qualify for reduced loan fees.
There may be a savings in closing costs.
This three bedroom two bath home sold recently for much higher price.
Bank is willing to assist with some concessions.
Priced below appraisal.
Appraised at \$XXX on 11/09



Make Offer Statements

Not allowed because this is directed towards other agents and belongs in the Confidential / Showing Remarks.

Qualified buyers... make an offer!
Sellers will look at all offers.
Don't be shy w/offers! JUST WRITE IT!
Offers due on 12/12/08.



Website or Contact Information

There is a Virtual Media field for websites, And contact info should go in the Confidential / Showing Remarks.

See online at: <http://www.123mainst.com>
Call Listing Agent, Call LA/LO
Call agent for appointment.



Open House Information

Not allowed because there is a searchable Open House field on our public website.

Open House.
Open Sunday 1 – 4.

To view BAREIS MLS® Rules and Regulations in their entirety, please got to www.bareis.com > Rules

BAREIS' staff welcomes any questions you may have regarding the Rules and Regulations. For alternate approved remarks, questions or comments, please call

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