

## BAREIS MLS® Comparable/Sold Off MLS Listing Checklist

\*Sold Off MLS/Comp listings may not be entered for properties located in Sacramento, Yolo, Placer, El Dorado, Amador, San Joaquin, Stanislaus, West Merced, Butte, Colusa, Sutter, Yuba or Nevada counties. \*

Within 30 days after the Close of Escrow, create a new listing in BAREIS Plus ensuring the following:

**Status is Sold off MLS**

**Verify Exclusion Confirmation\***

\*Exclusion Confirmation and written Permission to Post Sold Data is required for a Comp Sale.

**Verify C.A.R. Purchase Contract\***  
(A BAREIS Permission to Post form may be used as well.)

**Complete the sale information.**

**Complete the remainder of listing input fields, all fields in red are required.**

### **Please Note:**

- The “On-Market Date” field must be the same as the “Listing Date” field;  
and
- The first line of the Private Remarks field reads “For Comp Purposes Only”;  
and
- A minimum of one exterior photo is required.

For a look at BAREIS Rules: <http://bareis.com/rules>