

# Listing Forms Change Summary



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The Forms Committee, which is comprised of volunteer REALTOR® subscribers, recommended the following changes to the Listing Input Forms. The new forms, which were approved by the Board of Directors, will be posted on RMLSweb in the Forms & Documents menu under Toolkit. We will begin using the new forms on June 5th, 2013. The new Listing Input Forms are included in this document. On the following forms, these highlights indicate the type of change: Green = New, Blue = Change and Pink = Moved.

LIST OF CHANGES		
Field	Description	Category/Supp.
Property Type	Remove the option: FARM (Farm or Ranch)	RES
Farm Y/N?	A new unrequired field to denote if property can be categorized as a Farm or Ranch. By selecting "Yes" the Farm and Ranch Supplement form will become available within Listing Load.	RES
Offers/Negotiation	This field is now required.	RES, MUL, COM, LND
Elementary School	This field will now allow up to two schools.	RES, MUL, LND
High School	This field will now allow up to two schools.	RES, MUL, LND
Additional SQFT Level and Amount	Two new unrequired fields to denote additional square footage and level (if applicable).	RES
Source of SQFT	This field is now required.	RES
Green Certificate Obtained?	A new field to denote if the green certificate has been obtained or is in the process of being obtained. This field is required if Green Certificate is selected.	RES
Garage Description	Added the new option: AVAIL (Available)	RES
Parking	Increased the maximum selection limit from 1 to 2.	RES
Style	Added new options: LODGE (Lodge) TMBRFRM (Timber Frame)	RES
Public Remarks	Increased the length of the field from 380 characters to 440 characters.	RES, MUL, COM, LND, LSE
All Room Features	Added the new option: AMNFORM (See Amenities Form)	RES
Interior Features	Added new options: HOOKUP (Hookup) DUALFLT (Dual Flush Toilet) GWTRREC (Grey Water Recycling) HRVNTS (Heat Recovery Ventilator) WSFIXTR (WaterSense Fixture(s)) LOVOCMT (Lo-VOC Material)	RES

<b>LIST OF CHANGES</b>		
<b>Field</b>	<b>Description</b>	<b>Category/Supp.</b>
Exterior Features	Added new options: BOATACS (Boat Only Access) 4X4ONLY (4x4 Only Access) HIKE (Hike Only Access) COVARNA (Covered Arena) XERISCP (Xeriscape Landscaping) WSIRRIG (WaterSense Irrigation)	RES
Energy Efficiency	Removed the following options: GRNCRTX (Greencert Envelope) SOL-ATV (Solar Attic Vent) SOL-SUP (Solar Supplemental) ENSTAR1, ENSTAR2, ENSTAR3, ENSTAR4, ENSTAR5+ (Energy Star Appliance(s) # of)  Added new options: SOL-PV (Solar Photovoltaic) ESTARAP (Energy Star Appliance(s))	RES
Accessibility	Added the new option: UTLMAIN (Utility Room on Main)	RES
Hot Water	Added the new option: EN-STAR (Energy Star)	RES, MUL
Heat	Added the new option: EN-STAR (Energy Star)	RES, MUL, COM, LSE
Pre-Approved Short Sale Price Y/N?	A new unrequired field to denote if the third party has pre-approved the short sale's listed price.	RES, MUL, COM, LND
Bankruptcy Y/N?	A new required field for listings within the state of Washington only. This field will indicate if the seller of the property is a bankruptcy trustee and that carve out fees may apply.	RES, MUL, COM, LND
Escrow Preference	Increased the length from 20 to 30 characters.	RES, MUL, COM, LND
HOA Y/N?	A new required field to denote if a property has an HOA.	RES, LND
Lockbox/ Location/ Combo	Field name was changed to "Lockbox/ Location/ Combo" from "Lockbox Hrs/ Location/ Combo"	RES, MUL
Unit Features 1-10	Added the new option: A/C (Air Conditioning)	MUL
Property Type	Added the new option: HOTEL/M (Hotel/Motel)	COM
Property Type	Added the new option: RES/REC (Residential/Recreational)	LND
<b>OPTION CHANGE</b>		
FOR-95	This option will now appear as FOR-95+	RES, MUL, COM
<b>VALIDATION</b>		
Map Coordinates	This field will remain required for listings in the following counties: Multnomah, Washington, Clackamas, Columbia, Yamhill, Lane, and Curry Counties. In all other areas, it will be optional.	RES, MUL, COM, LND
Additional Room Descriptions	When the room description UTILTY is selected, then the room level field becomes a required field.	RES, Amenities
Zip Code	This field will now be a select list with values based upon the county selected.	RES, MUL, COM, LND, LSE
Year Built Description and Occupied By	Listing Load will check and verify that when Year Built Description = NEW, PROPOSD or UNDERCON that Occupied By does NOT show OWNER or TENANT.	RES

<b>LIST OF CHANGES</b>		
<b>Field</b>	<b>Description</b>	<b>Category/Supp.</b>
<b>VALIDATION, continued.</b>		
Bedrooms and Style	Zero (0) may be submitted to the Bedroom field when Style = LOFT, STUDIO or OTHER.	RES
Style and Master Bedroom Level	When Style = LOFT or STUDIO, Master Bedroom Level field becomes unrequired.	RES
Year Built and Year Built Description	When Year Built Description = PROPOSD or UNDERCON, then Year Built cannot be zero (0). A value up to two years into the future may be entered.	RES
BAC	Listing Load will check to verify that an amount larger than zero (0) is submitted.	ALL
<b>SUPPLEMENT: AMENITES</b>		
Room Remarks	A new unrequired field that provides a place to further describe rooms within a property. This field will be a freeform text field of up to 250 characters.	Amenities
Distance to Bike Path	A new unrequired field to denote the distance from property to a bike path.	Amenities
Distance to Multi-Use Path	A new unrequired field to denote the distance from property to a multi-use path.	Amenities
Direction Home Faces	A new unrequired field to denote the direction a home faces.	Amenities
Home Energy Performance Rating	Removed the option: REMRATE (REM-Rate)	Amenities
Reach Code Y/N?	A new unrequired field to denote if an optional set of statewide construction standards for energy efficiency that exceeds the requirements of the state's mandatory codes was used.	Amenities
<b>SUPPLEMENT: ADDITIONAL STRUCTURES</b>		
Type of Building	Added new options: ROOTCEL (Root Cellar) WINECEL (Wine Cellar) BUNKER (Underground Bunker)	Additional Structures
<b>SUPPLEMENT: CONDO</b>		
Garage Type	A new unrequired field to denote type of garage ownership available: RENT, LEASE, UNDEED or OTHER	Condo
Yard Y/N?	A new unrequired field to denote if condo unit includes a yard.	Condo
<b>LISTING CONTRACT</b>		
New Section	A new section called "Additional Provisions" was added. In Oregon it is now section 15 and in Washington it is now section 18.	Oregon and Washington
<b>REPORTS</b>		
Client Full	The room labels will no longer appear if the corresponding room level, room dimension and room feature fields are empty.	RES
Elementary, Middle, and High School	The school name will now link directly to the school district website.	RES, MUL, COM, LND