# Seller Instruction to Place Listing into Fresno Multiple Listing Service (FMLS) Coming Soon Status

| PROPERTY INFORMATION | |
|---|---|
| **PROPERTY ADDRESS** | |
| **LISTING DATE** | **ON-MARKET DATE** *(not to exceed 21 calendar days after entry)* |

Coming Soon is an Off-Market status meaning it is intended for the seller who wants their property exposed to other FMLS subscribers and various marketing channels now, even though the seller is not yet ready for any showings.

Seller instructs Agent to place Property into the FMLS Coming Soon status, which is subject to the following:

**1) NO SHOWINGS** - Property may not be shown to anyone until property is placed into an Active status in the FMLS. Seller understands that no one (including but not limited to Seller, Listing Agent, or any other real estate licensee) may show the Property during the Coming Soon status.

**2) OFFERS** - Seller may receive, respond to, and accept offers during the Coming Soon status.

**3) TIME LIMITATION** - Property cannot be in the Coming Soon status for more than 21 calendar days. On the On-Market Date, or on day number 22 (whichever is earlier), property will automatically transfer into Active status at 12:01 a.m. in the FMLS. If property is not ready for showings on the On-Market Date, the listing must be placed in an Off-Market status in the FMLS until property is available for showings.

**4) EXTENSION OF COMING SOON STATUS** - if the initial On-Market Date was less than the 21 days, with written direction from the seller, an extension may be allowed.

**5) ONE TIME USE OF STATUS** - If at any time the property is changed from the Coming Soon status, the property may not be returned to the Coming Soon status. The only exceptions are if the property has been Expired or Cancelled for more than 60 days, or if the property is re-listed by a new brokerage firm.

**6) DAYS ON MARKET** - During the Coming Soon status the Days On-Market will not accrue.

**7) DOCUMENTATION** - The Coming Soon Form must be emailed to: mls@fresnorealtors.com within 1 business day after all necessary signatures of the seller(s) have been obtained on the listing agreement or at the beginning date of the listing as specified in the contract, whichever is later.

**COMPLIANCE** - Failure to comply with the above restrictions may result in the listed property being immediately placed in Active status by FMLS Staff, and may result in fines per the FMLS Citation Policy.

**By signing below, Listing Broker and Seller certify and acknowledge that Seller has read, understands and agrees to the rules provided in this document.**

| SIGNATURES | | |
|---|---|---|
| **REAL ESTATE FIRM** | **LISTING BROKER/MANAGER SIGNATURE** | **DATE** |
| **SELLER NAME** | **SELLER SIGNATURE** | **DATE** |
| **SELLER NAME** | **SELLER SIGNATURE** | **DATE** |