



MLS PIN WEBSITE COMPLIANCE GUIDELINES

***NOTE:** This document is an informal summary of those portions of MLS PIN’s Rules and Regulations that apply to Participant and Subscriber websites. The full Rules and Regulations are available for reference at http://www.mlspin.com/rules_regs.aspx.

Definitions

- **IDX/Public Access Website** – A website established or maintained by a participant or subscriber to which access is not restricted
- **VOW/Virtual Private Network** – A website established or maintained by a participant or subscriber to which access is restricted to persons authorized by the participant or subscriber to access MLS PIN data

IDX/Public Access Website (Rules and Regulations, Sections 10.3(b) and 10.3(c))

1. A participant may “opt out” of having either some or all of its listings displayed on the IDX websites of other participants and subscribers. You are not allowed to display a given listing on your IDX website if the listing broker has opted out.
2. Only “active” and “sold” listings may be displayed on IDX websites.
3. IDX websites may only display limited data fields, as outlined in Attachment C to the Rules and Regulations (see below).
4. The listing office and listing agent must be named for each listing displayed on an IDX website.
5. An IDX display may not modify any of the listing data from MLS PIN.
6. Your IDX website must prominently display the following (or a substantially similar) notice on each screen containing listing data:

“The property listing data and information, or the Images, set forth herein were provided to MLS Property Information Network, Inc. from third party sources, including sellers, lessors, landlords and public records, and were compiled by MLS Property Information Network, Inc. The property listing data and information, and the Images, are for the personal, non commercial use of consumers having a good faith

interest in purchasing, leasing or renting listed properties of the type displayed to them and may not be used for any purpose other than to identify prospective properties which such consumers may have a good faith interest in purchasing, leasing or renting. MLS Property Information Network, Inc. and its subscribers disclaim any and all representations and warranties as to the accuracy of the property listing data and information, or as to the accuracy of any of the Images, set forth herein.”

7. All listing data on an IDX website must be updated at least once every 3 days.
8. If a participant firm contains multiple branch offices, only those branch offices that have active subscribers to MLS PIN may display our data on their IDX websites.
9. MLS PIN listing data may only be used on your IDX website to support your activities, under your real estate license, in seeking to effect the purchase, sale, or leasing of listed properties.
10. Your IDX website must prominently display the following information:
 - The name of your firm
 - The office address of your firm
 - Your telephone number
 - A list of cities and towns that constitute the market area that you serve
11. Your IDX website may display a given “active” listing only if you are ready, willing, and able to show that listed property to a potential buyer.
12. Your IDX website must prominently display your privacy policy; this policy must state the use that you may make of information provided by users of the website, and to whom and under what conditions you may make such information available to third parties.
13. Each listing on an IDX website must display the listing’s status.
 - **NOTE:** If you intend to display other brokers’ listings in a “blog” format, or any other format in which postings remain on the website indefinitely, you will be obligated to monitor any such listings and promptly update the information in your postings (including removing listings if and when they are not “active” or “sold”) no later than 3 days after any changes in status or data to the listings occur in MLS PIN. This is in keeping with the requirements outlined in items #2 and #7 above.

VOW/Virtual Private Network (Rules and Regulations, Section 10.3(d))

1. Paragraphs (i) and (iii) of Section 10.3(d) restrict the display of data on a VOW only to a bona fide prospective purchaser or lessee of a listed property, and only for a “reasonable” number of listed properties. Only “active”, UAG, and Sold listings may appear on a VOW.
2. MLS PIN listing data may only be used on your VOW to support your activities, under your real estate license, in seeking to effect the purchase, sale, or leasing of listed properties.
3. Your VOW must prominently display the following information:

- The name of your firm
 - The office address of your firm
 - Your telephone number
 - A list of cities and towns that constitute the market area that you serve
4. Your VOW may only display a given listing if you are ready, willing, and able to show that listed property to a potential buyer.
 5. Your VOW must prominently display your privacy policy; this policy must state the use that you may make of information provided by users of the website, and to whom and under what conditions you may make such information available to third parties.
 6. Each listing on a VOW must display the listing's status.

Other Notes Regarding Website Compliance (Rules and Regulations, Sections 2.8, 9.3, and 11.0)

1. As set forth in Section 2.8 of the Rules and Regulations, any public display of specific MLS PIN listing data or images (excluding your own listings), by you or your firm, that does not conform to the IDX guidelines above is forbidden unless one of the following conditions is met:
 - a. You have obtained the listing broker's prior written consent to "advertise" its listing; or
 - b. You are the cooperating broker for a listing that has since been sold, leased or rented, in which case you and the listing broker both may claim to have made or effected the sale, lease or rental.
2. As set forth in Section 9.3 of the Rules and Regulations, you may not use MLS PIN's logos or service marks in any of your advertising.
3. As set forth in Section 11.0 of the Rules and Regulations, you may use data from MLS PIN's "statistical" or "comparable" reports for public advertising, as the basis for aggregated demonstrations of market share or as comparisons with other firms, provided that all of the following requirements are met:
 - i. You may not use data for specific, individual listings (excluding your own listings); and
 - ii. You must include the following, or a substantially similar, notice: "Based on information provided to and compiled by MLS Property Information Network, Inc. covering the period [Insert Initial Date] through [Insert Final Date]"; and
 - iii. If you are making a claim to market share, you must clearly state the geographical area or statistical category to which the market share relates. You must also clearly state whether the market share is presented on a company-wide basis, on an office-to-office basis, or on some other clearly-articulated basis.

Acceptable Data Fields for Public Access Websites
 (Rules and Regulations, Attachment C; and MLS PIN policy)

Single Family (SF) Property Type

Property Type	Construction	All Room Levels, Sizes, and Descriptions
Status	Roof Material	Road Type
Active Status Flag	Exterior Color	# Heat Zones
Listing Number	Exterior Features	Heating
Address	Interior Features	# Cooling Zones
Area	Flooring	Cooling
Town	Approximate Lot Size	Electric
County	Approximate Acres	Water Utilities
Zip Code	Lot Description	Sewer Utilities
State	Approximate Gross Living Area	Appliances
Year Built	Garage Capacity	Waterfront Y/N
Year Built Description	Garage Description	Waterfront Features
Assessed Value	Parking Capacity	Water View Y/N
Taxes	Parking Description	Water View Features
Tax Year	Total Parking	Adult Community Y/N
List Price	Basement_Yes/No	Images and virtual tours
Sale Price	Basement Features	Open House Date
Sale Date	Includes Finished Basement -Y/N	Open House Start Time
Neighborhood/Subdivision	Total Number of Rooms	Open House End Time
Lender Owned	Total Bedrooms	Public Remarks
Home Owner's Association	Number of Full Baths	Sale Office
Mandatory HOA	Number of Half Baths	Sale Agent
HOA Fee	Total Bathrooms	Short Sale With Lender Approval
HOA Fee Interval	Master Bath_Yes/No	
Type of Single Family Style	Living Area Disclosures	

Multi-Family (MF) Property Type

Property Type	Taxes	Number of Floors
Status	Tax Year	Total Number of Rooms
Active Status Flag	List Price	Total Beds
Listing Number	Sale Price	Total Full Baths
Address	Sale Date	Total Half Baths
Town	Lender Owned	Living Area Disclosures
Area	Type of Multi-Family	Basement Y/N
County	Construction	Basement Features
Zip Code	Roof Material	Includes Finished Basement – Y/N
State	Exterior Color	Number of Garage Stalls
Year Built	Exterior Features	Number of Parking Spaces
Year Built Description	Flooring	Approximate Lot Size
Assessed Value	Number of Units	

Approximate Acres
Approximate Gross Living Area
Heat Zones
Cooling Zones
Water Utilities
Sewer Utilities

Waterfront Y/N
Waterfront Features
Water View Y/N
Water View Features
Adult Community Y/N
Images and virtual tours
Open House Date

Open House Start Time
Open House End Time
Public Remarks
Sale Office
Sale Agent
Short Sale With Lender Approval

Condo/Co-op (CC) Property Type

Property Type
Status
Active Status Flag
Listing Number
Address
Area
Town
County
Zip Code
State
Year Built
Year Built Description
Year Converted
Assessed Value
Taxes
Tax Year
List Price
Sale Price
Sale Date
Complex Name
Lender Owned
Association Fee
Association Fee Includes
Association Fee Interval
Optional Fee
Optional Fee Includes
Other Req. Fee

Other Req. Fee Includes
Type of Condo/Co-op
Style
Roof Material
Flooring
Construction
Exterior Features
Interior Features
Number of Living Levels
Unit Level
Approximate Lot Size
Approximate Acres
Approximate Gross Living Area
Basement_Yes/No
Basement Features
Includes Finished Basement – Y/N
Total Number of Rooms
Total Bedrooms
Number of Full Baths
Number of Half Baths
Total Bathrooms
Master Bath_Yes/No
Living Area Disclosures
All Room Levels, Sizes, and Descriptions

Heat Zones
Heating
Cooling Zones
Cooling
Electric
Water Utilities
Sewer Utilities
Appliances
Units In Complex
Garage Capacity
Garage Description
Parking Capacity
Parking Description
Waterfront Y/N
Waterfront Features
Water View Y/N
Water View Features
Adult Community Y/N
Images and virtual tours
Open House Date
Open House Start Time
Open House End Time
Public Remarks
Sale Office
Sale Agent
Short Sale With Lender Approval

Land (LD) Property Type

Property Type
Status
Active Status Flag
Listing Number
Address
Area

Town
County
Zip Code
State
Assessed Value
Taxes

Tax Year
List Price
Sale Price
Sale Date
Lender Owned
Association Fee

Type of Land	Waterfront Y/N	Open House End Time
Road Type	Waterfront Features	Public Remarks
Land Description	Water View Y/N	Sale Office
Zone Usage	Water View Features	Sale Agent
Approximate Lot Size	Adult Community Y/N	Short Sale With Lender
Total Approximate Acres	Images and virtual tours	Approval
Water Utilities	Open House Date	
Sewer Utilities	Open House Start Time	

Commercial/Industrial (CI) Property Type

Property Type	Number of Residential	Number of Parking Spaces
Status	Units	Parking Description
Active Status Flag	Residential Square Feet	Waterfront Y/N
Listing Number	Number of Office Units	Waterfront Features
Address	Office Square Feet	Water View Y/N
Area	Number of Retail Units	Waterview Features
Town	Retail Square Feet	Adult Community Y/N
County	Number of Warehouse	Images and virtual tours
Zip Code	Units	Open House Date
State	Warehouse Square Feet	Open House Start Time
List Price	Number of Manufacturing	Open House End Time
Sale Price	Units	Public Remarks
Sale Date	Manufacturing Square	Sale Office
Lender Owned	Feet	Sale Agent
Type of	Total Units	Short Sale With Lender
Commercial/Industrial	Total Square Feet	Approval
Space Available	Approximate Lot Size	
Number of Stories	Estimated Acres	

Business Opportunity (BU) Property Type

Property Type	Sale Price	Water View Y/N
Status	Sale Date	Water View Features
Active Status Flag	Lender Owned	Adult Community Y/N
Listing Number	Type of Business	Images and virtual tours
Address	Opportunity	Open House Date
Town	Approximate Lot Size	Open House Start Time
Area	Building Square Feet	Open House End Time
County	Number of Parking Spaces	Public Remarks
Zip Code	Real Estate Included	Sale Office
State	Waterfront Y/N	Sale Agent
List Price	Waterfront Features	

Rental (RN) Property Type

Property Type	Total Bedrooms	Approximate Gross Living Area
Status	Number of Full Baths	Waterfront Y/N
Active Status Flag	Number of Half Baths	Waterfront Features
Listing Number	Total Bathrooms	Water View Y/N
Address	Master Bath_Yes/No	Water View Features
Area	All Room Levels, Sizes, and Descriptions	Adult Community Y/N
Town	Includes Finished Basement – Y/N	Images and virtual tours
County	Basement Features	Open House Date
Zip Code	Living Area Disclosures	Open House Start Time
State	Garage Spaces	Open House End Time
Rent Price	Garage Description	Public Remarks
Rental Price	Parking Spaces	Sale Office
Sale Date	Parking Features	Sale Agent
Date Available	Approximate Lot Size	
Lender Owned		
Type of Rental		
Total Number of Rooms		

Mobile Home (MH) Property Type

Property Type	Construction	Road Type
Status	Roof Material	# Heat Zones
Active Status Flag	Exterior Color	Heating
Listing Number	Exterior Features	# Cooling Zones
Address	Interior Features	Cooling
Area	Flooring	Electric
Town	Approximate Lot Size	Water Utilities
County	Approximate Acres	Sewer Utilities
Zip Code	Lot Description	Appliances
State	Approximate Gross Living Area	Parking Capacity
Year Built	Garage Capacity	Parking Description
Year Built Description	Garage Description	Total Parking
Assessed Value	Basement_Yes/No	Waterfront Y/N
Taxes	Basement Features	Waterfront Features
Tax Year	Includes Finished Basement – Y/N	Water View Y/N
List Price	Total Number of Rooms	Water View Features
Sale Price	Total Bedrooms	Adult Community Y/N
Sale Date	Number of Full Baths	Images and virtual tours
Neighborhood/Subdivision	Number of Half Baths	Open House Date
Lender Owned	Total Bathrooms	Open House Start Time
Home Owner's Association	Master Bath_Yes/No	Open House End Time
HOA Fee	Living Area Disclosures	Public Remarks
Mandatory HOA	All Room Levels, Sizes, and Description	Sale Office
Type of Mobile Home Style		Sale Agent
		Short Sale With Lender Approval

