
MULTIPLE FINES AND PENALTIES

FOR FAILURE TO ABIDE BY THE MLS POLICIES AND PROCEDURES, THE PARTICIPANT WILL BE ASSESSED IN THE FOLLOWING MANNER:

FINES ARE CUMULATIVE ON A PER LISTING BASIS. SUBSEQUENT VIOLATIONS WITHIN A TWO (2) YEAR PERIOD ARE SUBJECT TO THE ESCALATED FINES LISTED HEREIN.

THESE ITEMS AND FINES ARE SUBJECT TO CHANGE AS DIRECTED BY THE KWAR BOARD OF DIRECTORS AND MLS COMMITTEE.

UNAUTHORIZED ACCESS –MISUSE OF MLS INFORMATION

\$5000 PLUS MLS REVIEW PANEL

- **PROVIDING MLS ACCESS TO ANY UNAUTHORIZED PARTY (ANY NON-MLS PARTICIPANT).**
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- **FILING A FALSE MEMBERSHIP APPLICATION.**
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- **REPRODUCING AND DISTRIBUTING UNAUTHORIZED PORTIONS OF THE MLS DATABASE.**
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- **UNAUTHORIZED COMPUTER DOWNLOAD OR TRANSMISSION OF MLS DATA.**
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- **USE OF MLS DATA FOR OTHER THAN THE INTENDED/PERMITTED PURPOSES.**

DATA INTEGRITY – MANIPULATION OF MLS CONTENT

- **1ST VIOLATION: \$100 OR NO FINE, (IF CORRECTED WITHIN TWO BUSINESS DAYS OF NOTIFICATION)**
- **2ND VIOLATION: \$250.00**
- **3RD VIOLATION: \$500.00 PLUS MLS REVIEW PANEL.**
 - **FAILURE TO PROPERLY SPECIFY OR INTENTIONAL MANIPULATION OF LISTING LOCATION INFORMATION, INCLUDING BUT NOT LIMITED TO:**
 - **PROPERTY TYPE**
 - **CITY**
 - **ADDRESS**
 - **MLS NEIGHBORHOOD**
 - **MLS AREA**
 - **MLS MAP**
 - **ALTERNATE KEY NUMBER, LEGAL DESCRIPTION, PARCEL ID NUMBER**
 - **5 DIGIT ZIP CODE**

ENTERING LISTING AND REPORTING CHANGES BY DEADLINE

- **1ST VIOLATION: \$500 OR NO FINE, (IF CORRECTED WITHIN TWO BUSINESS DAYS OF NOTIFICATION)**
- **2ND VIOLATION: \$750**
- **3RD VIOLATION: \$1500 PLUS MLS REVIEW PANEL.**

- **FAILURE TO MAINTAIN CURRENT, ACCURATE LISTING AGENT EMAIL ADDRESS.**
- **FAILURE TO NOTIFY THE KWAR STAFF OF TERMINATION, TRANSFER OR ADDITION OF AN ASSOCIATE UNDER THE PARTICIPANTS LICENSE WITHIN TWO BUSINESS DAYS.**
- **LISTINGS NOT ENTERED WITHIN TWO BUSINESS DAYS OF LISTING START DATE.**
- **LISTING STATUS CHANGES NOT REPORTED WITH TWO BUSINESS DAYS.**
- **FAILURE TO ENTER INFORMATION IN A REQUIRED DATA FIELD.**
- **FAILURE TO PROVIDE DOCUMENTATION WITHIN TWO BUSINESS DAYS REQUESTED BY THE KWAR STAFF.**

DATA INTEGRITY

- **1ST VIOLATION \$500, (IF NOT CORRECTED WITHIN TWO BUSINESS DAYS OF NOTIFICATION.)**
- **2ND VIOLATION \$750**
- **3RD VIOLATION \$1000 PLUS MLS REVIEW PANEL.**
- **POSTING A LISTING ON MLS WITHOUT HAVING A SIGNED LISTING AGREEMENT.**
- **OFF MARKET/POCKET LISTING – WITHHOLDING A VALID LISTING OUT OF MLS WITHOUT SIGNED SELLER OPT-OUT FORM.**
- **PLACING URLs, SHOWING INSTRUCTIONS, OPEN HOUSES, ACCESS CODES, LOCKBOX COMBINATIONS, COMMISSION/BONUS INFORMATION OR CONTACT INFORMATION IN THE REMARKS, DIRECTIONS OR INTERNET REMARKS. THIS INCLUDES BUT IS NOT LIMITED TO NAMES, PHONE NUMBERS, EMAIL ADDRESSES OR WEBSITES.**
- **NO PHOTO. MINIMUM ONE PHOTO (REPRESENTATIVE OF THE FRONT OF THE PROPERTY IS REQUIRED. ALL PHOTOS MUST BE SPECIFIC TO THE PROPERTY).**
- **CONDITIONAL OFFER TO COMPENSATION AND/OR ZERO COMMISSION AMOUNT.**
- **INVALID VALUE IN COMPENSATION FIELDS.**
- **VIOLATING LOCKBOX OR ELECTRONIC KEY REGULATIONS.**
- **VIOLATING IDX DISPLAY RULES.**
- **AGENT SOLICITATION/RECRUITMENT IN ANY MLS INTERGRATED SERVICE.**
- **ENTERING INCORRECT SELLING AGENT OR SALE PRICE INFORMATION WHEN CLOSING A LISTING.**
- **FAILURE TO PAY ASSESSED MLS FINES.**
- **ENTERING A DUPLICATE LISTING UNDER THE SAME PROPERTY TYPE.**
- **ENTRY OF INACCURATE OR NON-TEXT INFORMATION (I.E WATERMARKS, LOGOS) ANYWHERE IN THE LISTING.**
- **USE OF ANY DATA FIELDS FOR A PURPOSE OTHER THAN ITS INTENDED USE.**
- **USE OR REUSE OF ANY PHOTOGRAPH WITHOUT THE PROPER AUTHORIZATION.**
- **INAPPROPRIATE/INACCURRATE PHOTOS, VIRTUAL TOURS AND VIDEOS.**

DATA INTEGRITY (continued)

- **PHOTOS, VIRTUAL TOURS AND VIDEO IMAGES CONTAINING TEXT OR EMBEDDED LINKS.**
- **BRANDED SLIDE SHOWS, VIRTUAL TOURS OR VIDEOS (AGENT, OFFICE OR COMPANY INFORMATION). VT MUST CONTAIN THE LETTERS “MLS” OR “UNBRANDED,” OR “NON-BRANDED” IN URL.**
- **INACCURATE OR OUTDATED FEES (I.E MAINTENANCE FEE/HOA FEE/TOTAL FEES).**
- **BONUS OR INCENTIVES ENTERED IN ANY FIELD OTHER THAN BROKERS REMARKS.**
- **FAILURE TO DISCLOSE VARIABLE/DUAL RATE COMMISSION.**
- **FAILURE TO DISCLOSE BROKERAGE REPRESENTATION.**
- **ADVERTISING A LISTING FILED WITH MLS WITHOUT PERMISSION.**
- **EXTENDING A LISTING WITHOUT WRITTEN AUTHORIZATION OF THE SELLER ON MLS CHANGE FORM.**
- **FAILURE TO SECURE SELLER (S), BROKER OR OFFICE MANAGER SIGNATURE ON MLS CHANGE FORM.**
- **FAILURE TO UPDATE EXPECTED CLOSING DATE.**
- **USE OF SHOWING SERVICES REMARKS FOR OTHER THAN INTENDED USE.**
- **FAILURE TO CORRECTLY RECORD “BUYERS COUNTY OF ORGIN” OR IF USA, “RECORD BUYERS STATE. “**

IN ACCORDANCE WITH THE NATIONAL ASSOCIATION OF REALTORS STANDARDS OF CONDUCT FOR MLS PARTICIPANTS, A PENALTY NOT TO EXCEED \$15,000 MAY BE IMPOSED FOR VIOLATIONS OF MLS RULES OR OTHER MLS GOVERNANCE PROVISIONS.

NOTE: BROKERS ARE RESPONSIBLE FOR ALL AGENTS/TEAMS OR OFFICE ADMINS WHO HAVE ADD/EDIT CAPABILITIES. LISTING AGENTS ARE RESPONSIBLE FOR UNLICENSED ASSISTANTS OR AUTHORIZED TEAM MEMBERS WHO ADD/EDIT LISTINGS ON THEIR BEHALF.

***FINES NOT PAID WITHIN 30 DAYS WILL BE SUBJECT TO ADDITIONAL FEES AND/OR SUSPENSION OF MLS SERVICES.**

REVISED KWAR 09/05/17

