

**THANK YOU FOR YOUR INTEREST IN RANW MLS!**

**LISTING SUBMISSION AGREEMENT by NON-RANW MLS REALTOR OFFICES (NON-MEMBER SERVICE)**

*This service allows qualifying listings to be marketed through the RANW MLS without the company having to participate/subscribe individually.*

**LISTING EXPOSURE INCLUDES:**

This service includes **exposure on the RANW MLS Paragon system only.**

**TO QUALIFY/TO BE ELIGIBLE:**

REALTOR & BROKER OFFICE **MUST BE a member of another Wisconsin MLS that participates in WIREX.**

REALTOR & BROKER OFFICE acknowledge that the number of listings submitted will be limited.

REALTOR & BROKER OFFICE **MAY NOT BE a member of RANW MLS.**

REALTOR & BROKER OFFICE agree to submit the a) listing, b) agent and c) broker office information requested below.

LISTING **MUST BE LOCATED within the approved geographic area\*** and **MUST BE LISTED FIRST** with your primary MLS.

REALTOR & BROKER OFFICE agree to abide by the Rules and Regulations of the RANW MLS\*\*

**AMENDMENTS** – Submit any subsequent amendments affecting the property to RANW MLS, so the listing can be updated timely. **OFFERS OF COMPENSATION MUST BE THE SAME** as offered through WIREX.

**LISTING FEE/PAYMENT** – Broker agrees to pay \$150 per new listing at the time of listing submission for publication. As each new MLS number is assigned, a new fee will be payable. **Please click here** to complete your payment. Submit this and payment form with your listing materials to RANW MLS.

**Direct access to the RANW MLS System or its listing database (Paragon) is NOT available to Broker or Company. Please provide listing materials as requested below. RANW MLS will input the listing and email you a completed display for your review and proofing.**

**REQUIRED:**

**FAX all below to 800.817.7657 or email to [khubers@ranw.org](mailto:khubers@ranw.org). Questions, call RANW MLS 920.739.9108**

COPY OF ORIGINAL LISTING CONTRACT

DATA FORM – Complete all pages of applicable data form – **Data Forms found [HERE](#): Residential, Condo, Multi-Family,**

**Vacant Land, Commercial.** Please fill in fields marked with an R (Required).

ONE (1) MAIN PROPERTY PHOTO OF THE EXTERIOR OF THE PROPERTY (Size must be 1280 X 960)

ONE (1) PHOTO OF SPACE FINISHED BELOW GRADE if this space is included in finished below grade square feet living space

**OPTIONAL:**

REAL ESTATE CONDITION REPORT

ANY OTHER PERTINENT DOCUMENTS

Up to 36 MAXIMUM PHOTOS per listing

**SOLDS** – Upon the sale of the property and reporting the sold with the member’s primary MLS, **A SOLD REPORT SHOULD BE FILED WITH RANW MLS**, so that the property is expired out of RANW MLS, and sold info noted in the Remarks.

**REFERENCE INFO AVAILABLE: \*\*Visit <https://ranw.org/mls/mls-resources/> for info on RANW MLS, MLS Rules and MLS Procedures and Compliance**

**BROKER NAME:** \_\_\_\_\_ **COMPANY NAME:** \_\_\_\_\_

**BROKER’S EMAIL:** \_\_\_\_\_ **BROKER’S PREFERRED PHONE:** \_\_\_\_\_

**COMPANY ADDRESS:** \_\_\_\_\_

**COMPANY PHONE:** \_\_\_\_\_ **COMPANY FAX:** \_\_\_\_\_

**LISTING AGENT NAME (submitting listing)** \_\_\_\_\_

**LISTING AGENT EMAIL:** \_\_\_\_\_ **LISTING AGENT PREFERRED PHONE:** \_\_\_\_\_

**PRIMARY REALTOR ASSOCIATION NAME:** \_\_\_\_\_

**PRIMARY MLS NAME:** \_\_\_\_\_ **FIRM #:** \_\_\_\_\_ # assigned by your primary MLS

**PROPERTY ADDRESS FOR LISTING:** \_\_\_\_\_

**TAXING MUNICIPALITY FOR LISTING PROPERTY:** \_\_\_\_\_ **ORIGINAL MLS LISTING #** \_\_\_\_\_

**X** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**MLS Participant / BROKER Signature**

\_\_\_\_\_  
**Copy to DJ      Staff Initials**

**\*APPROVED GEOGRAPHIC AREA for ELIGIBLE LISTINGS currently:** The primary jurisdiction of RANW MLS includes the following counties Brown, Outagamie, Oconto, Calumet, Winnebago, Kewaunee, Waupaca, Fond du Lac and Shawano. Other Areas served by RANW MLS include: Counties of Adams, Dodge, Green Lake, Lincoln, Manitowoc, Marathon, Marinette, Marquette, Menominee, Portage, Sheboygan, Waushara and Wood. **REV SEPT 2019**