



**MANDATORY INFORMATION TO BE CONTAINED IN EXCLUSIVE LISTINGS TO  
BE TRANSMITTED OVER THE RLS**

**Unless otherwise specified, exclusive Listing must be disseminated via the RLS and transmitted to all other Participants in the RLS simultaneously with any public dissemination of such Exclusive Listing. (See Article I, Section 5)**

**Listing Information**

Board Approval Required (Y/N)	Listing Type (Co-Exclusive, etc...)
Borough	Listing URL
Co-Broke Agreement Type (for New Developments- REBNY/Non-REBNY/Other)	Number of Bathrooms
Co-Broker's Commission	Number of Baths Full
Exclusive Agent(s)	Number of Baths Half
Exclusive Agent(s) E-mail Address	Number of Bedrooms
Exclusive Agent(s) Telephone Number	Number of Rooms
Exclusive Firm	Open House(s)
Exclusive Listing Expiration Date (Hidden Field)	Price
First Showing Date (needs to be defaulted to the date the listing is entered)	Sort Order (Photo Sort Order)
Showing Instructions	Unit Number
IDX Entire Listing Display (Y/N)	VOW Entire Listing Display (Y/N)
Listing Date	VOW Address Display (Y/N)
Listing Status	VOW Consumer Comment (Y/N)
	VOW Automated Valuation (Y/N)

**Condo/Coop Information:**

Apartment Number	Max Financing
Flip Tax	New Development (Y/N)
Maintenance or Common Charges	Ownership Type (Condo/Co-op/Condom)
Percent of Common Elements	Washer/Dryer Allowed Y/N

**Townhouse Information:**

Garage  
Number of Units  
Property Width  
Townhouse Block & Lot  
Total Legal Rooms



**Rental:**

Available Date/Time  
Commission for Rentals  
Commission Type (Collect Your Own  
Fee/Owner Pays/Co-broke)  
New Development (Y/N)  
Furnished Rent Price  
Furnished/Un-Furnished (Min / Max Leased  
Months)

Lease Term  
Owner Pays  
Free Rent  
Bonus  
Concessions  
Washer Dyer Allowed Y/N  
Pet Policy

**Building Information:**

Building Ownership / Type  
Block & Lot  
County  
Elevator  
Garage (Y/N)  
Lobby Attendant (FT; PT or Y/N)  
Number of Floors  
Number of Units  
City  
State  
Street Name

Street Number  
Street Suffix  
Borough  
Neighborhood  
Sub-let Policy for Building (Y/N)  
Zip Code  
Pet Policy  
Latitude (Provided by Listing Vendor)  
Longitude (Provided by Listing Vendor)

**After Contract Signed:**

Contract Date  
Contract Signed Status

**After Closing / Lease Signed:**

Closing Price (See Definition D) or Rental Price  
Sold or Leased Date