

Change Request for AAA Properties MLS Listings

Complete this form and fax to 425-458-5710

Date: _____ Seller's Name(s): _____

Property Address: _____

City: _____ State: _____ Zip: _____

Price Change – New Price: \$ _____

Extend Listing Expiration Date – New Date: _____

Offer Mutually Accepted – Acceptance Date: _____

- If you checked this box, you MUST complete the following:

Buyers Name: _____

Closing Date: _____ Financing Type: _____

Sales Price: \$ _____

Buyer's closing costs paid by Seller, if any: \$ _____ or % _____

Is the offer subject to a Buyer's inspection: YES NO

Buyer's Agent full name, if any" _____

IMPORTANT: If your property was sold by an agent, you must fax a copy of the agreement to 425-458-5710. If you sold the property to a buyer not represented by an agent, please keep us posted of the status of the closing.

Offer Accepted Contingent upon Buyer's Home Sale – Contingency Days: _____

Property Sold & Closed: Close Date: _____ Sales Price: \$ _____

Cancel Listing – Effective On: _____ * If you are cancelling your listing, please ensure that sign and lockbox are returned to Broker.

Sale Failed, Place Property Back to Active – New Active Date: _____

Commission Change – New Commission: _____ % or \$ _____

Temporarily Off The Market – Off Market Date: _____
(14 days maximum time)

Back on Market Date: _____

Other Changes: Field Name: _____ Changes: _____

-
- Marketing Remarks: Email marketing remarks, please do not use this form. We will copy/paste emailed marketing remarks. We do not edit so please ensure that the text is accurate.

Seller Signature: _____ Seller Signature: _____

Broker Signature: _____ Date: _____

Date Change Made: _____ Copy Emailed to Seller: _____