

Columbus MLS Listing Status Guide

The definitions below will help you place your listing in the correct status.

ACTIVE

A property has a written, signed Listing Agreement and is available for purchase; or the seller may accept a Purchase/Lease Contract without having to obtain the release of a prior contract. The Delayed Showing Authorization form is required if the Showing Start Date is a future date.

Days on Market accumulates during this time.

Timing: The listing must be placed on the MLS within 48 hours of Listing Agreement signing.

CONTINGENT ESCAPE

A property must be changed to Contingent Escape when:

- A fully executed purchase contract has been signed and accepted by all parties of the transaction which is contingent with an Escape clause. (e.g. upon the sale of the Buyer's home)

Days on Market does not accumulate during this time.

Timing: The listing must be marked as Contingent in the MLS within 24 hours of a fully executed purchase contract.

CONTINGENT FINANCE AND INSPECTION

A property must be changed to Contingent Finance and Inspection when:

- A fully executed purchase contract has been signed and accepted by all parties of the transaction and the offer is contingent upon Lender Financing and Inspections.

Days on Market does not accumulate during this time.

Timing: The listing must be marked as Contingent in the MLS within 24 hours of a fully executed purchase contract.

CONTINGENT LIENHOLDER RELEASE

A property must be changed to Contingent Lienholder Release when:

- A fully executed purchase contract has been signed and accepted by all parties of the transaction.
- The offer to purchase is contingent upon a third-party approval other than the seller, i.e. Short Sale, Court Approval, Estate, Relocation

Days on Market does not accumulate during this time.

Timing: The listing must be marked as Contingent in the MLS within 24 hours of a fully executed purchase contract.

PENDING/UNDER CONTRACT

A property must be changed to Pending/Under Contract when ONE of the following has occurred:

- A fully executed purchase contract has been signed and accepted by all parties of the transaction when there are no contingencies.
- All contingencies have been removed

Days on Market does not accumulate during this time.

Timing: The listing must be marked as Pending/Under Contract in the MLS within 24 hours.

SOLD/CLOSED

A Purchase/Lease Contract has been processed, and a closing has occurred. During the Closing, the appropriate ownership, funding, transfer documents have been signed (deed / title) and will be recorded, or permission has been changed to Lessee. The property status must be changed to Sold/Closed.

Timing: The listing must be marked as Sold/Closed in the MLS within 96 hours of closing/funding.

WITHDRAWN (Temporary Off Market)

A listing with an active Listing Agreement that the seller(s) has chosen to remove from the sales market/Active status in MLS. Another broker may not contact or enter into a Listing Agreement with the present owners without a full cancellation or the expiration of the current Listing Agreement.

Days on Market does not accumulate during this time.

Timing: The listing must be marked as Withdrawn in the MLS within 24 hours.

EXPIRED

A listing in which the expiration date of the Listing Agreement has passed without the property being sold and without the seller renewing or extending said Listing Agreement. An Office Exclusive Listing Agreement may exist beyond MLS Expiration Date. Listings in Pending/Under Contract will not expire on the MLS expiration date.

Timing: The status automatically changes to Expired on the entered expiration date from the Listing Agreement.

CANCELLED

A mutual decision between broker and seller to remove a listing from the MLS prior to the expiration of the listing agreement. The listing agreement is not necessarily nullified by the cancelling of the MLS listing. For-sale listings that are leased should be marked "Was Leased" when changing the status to Cancelled.

Timing: The listing must be marked as Cancelled in the MLS within 24 hours.

