MLS & Rules Committee

Lawrence Board of REALTORS®
Wednesday, January 26, 2022 – 10:00 am to 11:30 am
IN-PERSON Meeting (a Zoom link is also available)

2022 MLS & RULES	
Bailey Stuart, Chairperson	*McG*
Cheri Drake	McG
Chris Earl	SRE
Claire Vowels	PFR
Jill Ballew	SRE
Libby Grady	SRE
Lindsay Landis	McG
Michelle Roberts-Freeman	SRE
Mohammad Aldamen	EXP
Nicholas Lerner	McG
Ryan Desch	R+K
Shelly Milburn	BHGKC
Victoria Perdue	KWI
Zach Dodson	SRE
Rob Hulse, Staff Liaison	LBOR

Call to Order

Approve previous meeting minutes

Report from MLS Staff

1. Sold Non-Member LA/SA – Prompt for Agent/Office
2. Dual or Variable Rate – Yes/No – has been added
3. Exclusions – Yes/No – has been added
4. Zillow Data Feed – Now hidden
5. Open House – Added Hosting Agent (adding to IDX data feeds soon)
6. Issue with New Construction Contract – Paragraph 3.b.

Consider

1. MLS Policy Update – Summary of Policy Changes Mandated by NAR – local adoption required by 03.01.2022.
   a. Review Changes Mandated by NAR effective 01.01.2022
   b. Consider Optional Changes from MLS Model Policies.
   c. See CMLS Letter and Black Knight White Paper on MLS Policy Changes

2. Consider Items from Site Review of Paragon System – <mark>SCR – Field Conversion Items are Highlighted</mark>
   a. Expanding Remarks
      i. <mark>Public Remarks</mark> – <u>Convert</u> from 512 characters to 2,000 characters (consistent with Heartland & Sunflower). Max of 4,000 characters. Allow 2,000?
      ii. Private Remarks extended to 2,000 characters (no conversion needed – already capable of expansion. Max is 4,000. Allow 2,000?
   b. Expanding fields for: <mark>SCR</mark>
      i. <mark>Legal Description</mark> – <u>Convert</u> to extended with 2,000 characters
      ii. <mark>Directions</mark> – <u>Convert</u> to extended with 500 characters
      iii. <mark>Escrow Account</mark> – <u>Convert</u> to 50 characters
   c. Hide Range Fields – Redirect to use of Data Fields for:
      i. <u>Age</u>: redirect to Year Built (If yes, a new field is needed for New Construction)
      ii. <u>Approximate Square Feet</u>: redirect to Total Square Feet
      iii. <u>Approximate Acres</u>: redirect to Total Acres
   d. Features Categories to be Reviewed/Updated/Expanded – example of Flooring
   e. Consider Green Features – Green the MLS

3. Add HERS Rating (Home Energy Rating System) as an MLS Field (Conditional Logic with New Construction). Suggested are 3 fields – HERS Rated Yes/No; HERS Year; HERS Rating (numeric field).

4. Add Convenience Calculations & Conditional Logic
   a. Total Acres (in Acres) and Lot Size (in square feet) auto calculate when 1 field value entered
   b. Total Square Feet – Auto Calculate from each level. Should it include Basement?
   c. Add HOA – Yes/No: If yes, then HOA fields display for input. If No, stay hidden.
   d. Special Taxes – Yes/No: If yes, then Specials Display. If No, auto calculate to 0.00.
   e. Total Taxes – Auto Calculate from General Taxes and any Special Taxes.

5. Enable Advanced Search Functionality
    a. Lookup Fields Contain: Equal and Not Equal To
    b. Free Form Fields Contain: Not Equal To, Contains, Contains All, Starts With, Not Starting With, and Does Not Contain

6. Enable Photo Labels and Descriptions in Paragon
    a. Predetermined Labels / Free Form / or a Hybrid offering both

7. Review Collaboration Center Options
    a. Display of Automated Valuation Methods: RPR AVM and Zestimate
    b. Display of Agent License Number

8. Enable CMA – Auto Adjustments for Numeric and Feature Fields

9. Consider IDX Fees (both setup and recurring)
    a. Current Rate: One-time setup fee of $25. No recurring fees.
    b. Staff Proposed: $75 at IDX Request (one-time setup fee of $25 plus data fee of $50).
    c. Consider: $75 at IDX Request (as proposed) plus annual recurring data fee of $50.

10. Consider Member Request to:
    a. Consider changing Central Middle School to Liberty Memorial
    b. Consider whether we should turn off schools and/or advise members how to complete given the current discussions regarding School Closures.
    c. Consider making 1st floor footage a required field.

11. Consider timeline/suggestions for Sales Contracts/Forms to be updated.
    a. Suggested changes to be pulled together for discussion.

Old/Tabled Business
1. Update from IDX Subcommittee to Establish Definition for "reasonably prominent" in IDX Rules:
    a. Section 18.2.12: All listings displayed pursuant to IDX shall identify the listing firm in a reasonably prominent location and in a readily visible color and typeface not smaller than the median used in the display of listing data. (Amended 05/17) M
    b. Sub-Committee Members: Nicholas Lerner (McG), Cheri Drake (McG), Drew Deck (RN), Tanya Kulaga (HRE), Jill Ballew (SRE), Michelle Roberts-Freeman (SRE), Victoria Perdue (KW), and Lindsay Landis (McG).

2. Discuss Contingency on the Sale/Closing of Buyer's Property form and Notice to Remove the Contingency for the Sale/Closing of Buyer's Property.

3. Discuss submittals of a two-unit property on a single lot that is not well described as a duplex. Should a new category be added in multi-family, and should the Residential Class include an area for ancillary dwelling units?

New Business

Adjourn

MLS & Rules Committee Meeting Minutes
Lawrence Board of REALTORS®
Wednesday, October 27, 2021
1:00 pm to 2:30 pm

2021 MLS & RULES	
Lindsay Landis, Chairperson	*McG*
Bailey Stuart, Vice-Chairperson	*McG*
Cheri Drake	McG
Chris Earl	SRE
Greta Carter-Wilson	KWI
Jill Ballew	SRE
Libby Grady	SRE
Michelle Roberts-Freeman	SRE
Mohammad Aldamen	eXp
Nicholas Lerner	McG
Ryan Desch	R+K
Shelly Milburn	BHGKC
Zach Dodson	SRE

The meeting was called to order by Committee Chairperson Lindsay Landis. After review, **it was moved and seconded to approve the previous meeting minutes. Motion passed.**

LMLS Staff Report:
Fines have been minimal, but mostly relate to missing documentation (change forms, listing agreement, and seller's disclosure). Board Staff has published an article at LawrenceRealtor.com and in the Newsletter about common MLS miscues, hoping this additional information can be helpful and informative to members. Also, the Board of Directors recently approved recommendations to: Hide the Zillow Data Field and approve the Escalation Clause.

Next, Chairperson Landis asked the Committee to consider a recommendation from Legal Counsel that surfaced at the time of final review of the Escalation Clause. As a result of the recommendation, **it was moved and seconded to add the word "Property" to the line for Address, and to disregard legal counsel's suggestion regarding "final price." Motion Passed.**

Next, the Committee considered a request from the Pinkney Neighborhood Association to strike any reference to Pinckney in the MLS. After discussion **it was moved and seconded to change any references of Pinckney to Pinkney where noted. Motion Passed**. *(It should be noted that until the Lawrence School District changes Pinckney School to Pinkney School, it will still be referred to as Pinckney School)*

Next, the Committee considered a request to add "Sewer Cam" to the Inspection Waiver form. After discussion, no action was taken on this item. The option for "Other" exists on the form and should be used.
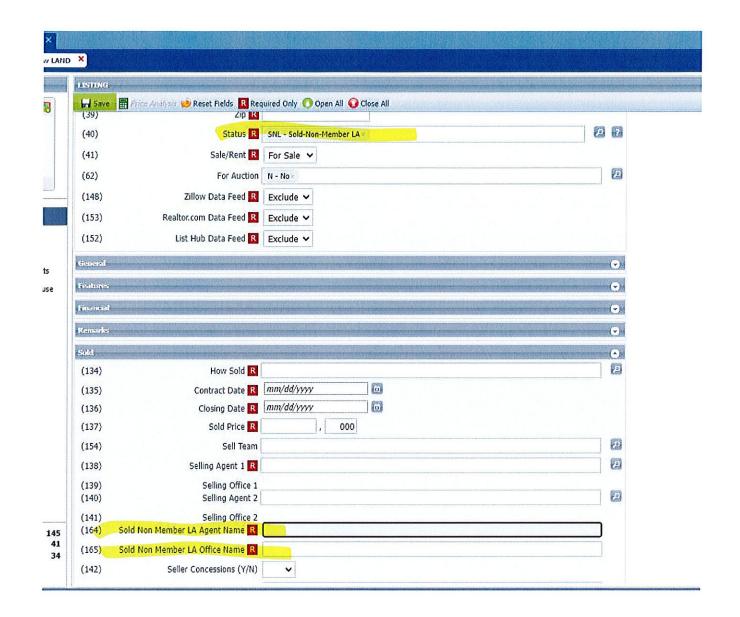
Next, the Committee considered a request to expand the Remarks field. Currently set at 512 characters, there are two option to consider. One is to convert the data to a new field containing up to a maximum of 4,000 characters and the other is to keep the remarks field as is while adding a second remarks field with up to a maximum of 4,000 characters. In discussion, the Committee feels that a Paragon Site Review is needed to evaluate this, as well as other fields such as Directions, Escrow Agent, Legal Description, etc… It was also noted that both Heartland MLS and the Sunflower MLS have 2,000 characters in their remarks fields. After discussion **it was moved and seconded to do a Site Review first to identify areas of need and expansion so that we can address this in our contract renewal negotiations. Motion Passed (one committee member abstained).**
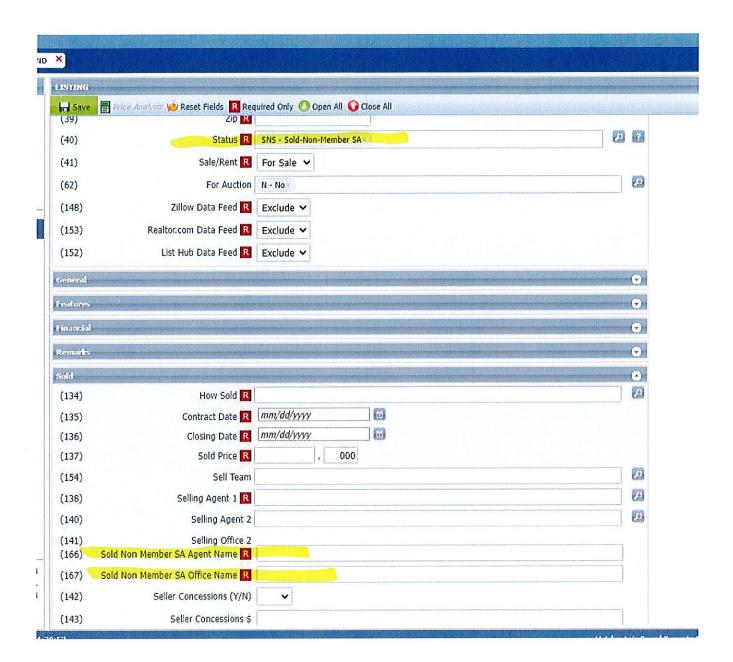
Next, as New Business was discussed:
- It was suggested that we consider removing range fields such as Approximate Acres, Year Built, and Square Feet.
- It was also noted that there is an issue with the Acres field in HomeSnap. MLS Staff will investigate.
- It was also suggested that Total Acres and Lot Square Feet be required fields, and the Committee questioned whether these fields could auto-calculate when one of the fields is completed.
- It was also suggested that the calculation for Total Square Feet include only the Square Feet of Floors above grade. And that the Total Square Feet field auto calculate as the sum of the square footage for each level (could include or exclude basement).
- It was suggested that Features be reviewed and updated, i.e., Flooring.

Having reached the end of the scheduled meeting time, a next meeting was established on December 8th at 1pm.

Meeting Adjourned.

LISTING

💾 Save | 🧮 *Price Analysis* | 🔄 Reset Fields | **R** Required Only | 🟢 Open All | 🔴 Close All

(39)	Zip **R**	
(40)	Status **R**	SNL - Sold-Non-Member LA ✕
(41)	Sale/Rent **R**	For Sale ⌄
(62)	For Auction	N - No ✕
(148)	Zillow Data Feed **R**	Exclude ⌄
(153)	Realtor.com Data Feed **R**	Exclude ⌄
(152)	List Hub Data Feed **R**	Exclude ⌄

General ⌄

Features ⌄

Financial ⌄

Remarks ⌄

Sold ⌃

(134)	How Sold **R**	
(135)	Contract Date **R**	mm/dd/yyyy 📅
(136)	Closing Date **R**	mm/dd/yyyy 📅
(137)	Sold Price **R**	, 000
(154)	Sell Team	
(138)	Selling Agent 1 **R**	
(139)	Selling Office 1	
(140)	Selling Agent 2	
(141)	Selling Office 2	
(164)	Sold Non Member LA Agent Name **R**	
(165)	Sold Non Member LA Office Name **R**	
(142)	Seller Concessions (Y/N)	⌄

145
41
34

LISTING

💾 Save | 🔲 Price Analysis | 🔄 Reset Fields | **R** Required Only | 🟢 Open All | 🔴 Close All

(39)	Zip **R**	
(40)	Status **R**	SNS - Sold-Non-Member SA
(41)	Sale/Rent **R**	For Sale ▾
(62)	For Auction	N - No
(148)	Zillow Data Feed **R**	Exclude ▾
(153)	Realtor.com Data Feed **R**	Exclude ▾
(152)	List Hub Data Feed **R**	Exclude ▾

General ▾

Features ▾

Financial ▾

Remarks ▾

Sold ▴

(134)	How Sold **R**	
(135)	Contract Date **R**	mm/dd/yyyy
(136)	Closing Date **R**	mm/dd/yyyy
(137)	Sold Price **R**	, 000
(154)	Sell Team	
(138)	Selling Agent 1 **R**	
(140)	Selling Agent 2	
(141)	Selling Office 2	
(166)	Sold Non Member SA Agent Name **R**	
(167)	Sold Non Member SA Office Name **R**	
(142)	Seller Concessions (Y/N)	▾
(143)	Seller Concessions $	

Water Meter R [▾]

Road to Property R [▾]

List Team [   ]

Agent R [ROB HULSE×]

Listing Office 1 LAWRENCE MULTI LIST SERV.

Agent 2 [   ]

Listing Office 2

Commission Based On R [   ]

A dual or variable rate listing is defined as having one amount of commission payable if the listing broker's firm is the procuring cause of sale, and a different amount of commission payable if the sale results from the efforts of a cooperating broker or the seller.

Dual or Variable Rate Commission? [▾]

Exclusions to the Exclusive Right to Sell? [▾]

Comm: Seller Agent [   ]

Comm: Sub-Agent R [   ]

Agent R [ROB HULSE×]

Listing Office 1 LAWRENCE MULTI LIST SERV.

Agent 2 [   ]

Listing Office 2

Commission Based On R [   ]

An exclusion is an agreed-upon prospect (or prospects) whom the owner can sell to, without being obliged to pay a commission.

Dual or Variable Rate Commission? [▾]

Exclusions to the Exclusive Right to Sell? [▾]

Comm: Seller Agent [   ]

Comm: Sub-Agent R [   ]

Comm: Buyer Agent R [   ]

Comm: Des Agent R [   ]

Comm: Transaction Broker R [   ]

Subject:	FW: open house entry question

From: Shinault, Tanisha L <Tanisha.Shinault@bkfs.com>
Sent: Thursday, January 13, 2022 2:20 PM
To: Rob Hulse <Rob@lawrencerealtor.com>
Cc: DeBarre Johnson <DeBarre@lawrencerealtor.com>; Laura Watkins <laura@lawrencerealtor.com>
Subject: RE: open house entry question

Hi Rob,

I actually was able to find a field and labeled it Hosting Agent (but I can always change that) for the Open House module but there is nothing in place for Tour. There I do have the option of creating a 100 or 255 character freeform field if you would like to do that.

Here is what it looks like. I logged in as Joy Slavens to test with MLS# 155617 and she can choose any active agent applicable from that field:

RESIDENTIAL CONSTRUCTION
SALE CONTRACT

1. SELLER_____ SELLER_____

   BUYER_____ BUYER_____

   ☐ ASP ☐ AMP ☐ _____   ☐ ASP ☐ AMP ☐ _____

   Taking title as:
   ☐ Joint Tenancy   ☐ Tenants in Common   ☐ _____

2. **Real Estate**. In consideration of the mutual promises and covenants herein contained, and subject to the conditions herein set forth, Seller hereby sells, and Buyer hereby purchases the following described real estate (the "**Premises**"), upon which there is to be constructed or completed a dwelling unit (the "**Home**"):

   SUBDIVISION:_____ PLAT NO:_____ LOT NO:_____

   BLOCK NO:_____ COUNTY:_____

   STREET ADDRESS:_____

   CITY:_____ STATE:_____ ZIP:_____

3. **Purchase Price** $_____

   a. **Earnest Money** $_____

       ☐ Held in trust account by _____, hereinafter referred to as Escrow Agent
       ☐ Held by Seller (Funds held by Seller will NOT be held subject to the terms of paragraph 28.)
       ☐ Earnest Money Attached
       ☐ To be delivered to _____ no later than _____.

       In the form of
       ☐ Personal Check   ☐ Cashier's Check   ☐ _____.

   b. **Earnest Money Transferred/Assigned** to_____
   from Lot Sale Contract or Lot Reservation Agreement dated _____ in the amount of $_____

   c. **Non-Refundable Payment** to be paid directly to Seller on or before _____. $_____

   d. **Other Deposits/Payments** as Defined in Attached Addendum, or Paragraph 40. $_____

   e. **Balance to be Financed**
   Type of loan: $_____
       ☐ Conventional
       ☐ FHA (loan amount does Not include MIP)
       ☐ VA (loan amount does Not include Funding Fee)
       ☐ Rural Development (loan amount does Not include Guarantee Fee)
       ☐ _____

   f. **Approximate Amount Due from Buyer** at time of Closing, excluding adjustments, $_____
   prorations, primary and additional financing as set forth in attached financing addendum
   Closing costs, and/or pre-paid expense, if any, said amount to be in the form of Certified
   or Cashier's Check on the Closing Date:

MLS POLICY CHANGES 01.01.2022

Throughout the Summary, underscoring indicates additions and strikeouts indicates deletions. At the end of each policy change, the compliance classification category is noted by the letters:

M Mandatory*
R Recommended
O Optional
I Informational

Adoption is necessary to ensure compliance with mandatory policies and ensure coverage under the NAR's insurance policy for associations and MLSs. Local adoption is required by March 1, 2022.

Changes to Model MLS Rules and Regulations

(New) Section 1.16, Property Addresses
At the time of filing a listing, participants and subscribers must include a property address available to other participants and subscribers, and if an address doesn't exist a parcel identification number can be used. Where an address or parcel identification number are unavailable, the information filed with the MLS must include a legal description of the property sufficient to describe its location. **M**

(New) Section 4.5, Services Advertised as "Free"
MLS participants and subscribers must not represent that their brokerage services to a client or customer are free or available at no cost to their clients, unless the participant or subscriber will receive no financial compensation from any source for those services. **M**

(New) Section 5.4, Display of Listing Broker's Offer of Compensation
Participants and subscribers who share the listing broker's offer of compensation for an active listing must display the following disclaimer or something similar.
The listing broker's offer of compensation is made only to participants of the MLS where the listing is filed. **M**

Section 18.2.4
Participants may select the listings they choose to display through IDX based only on objective criteria including, but not limited to, factors such as geography or location ("uptown," "downtown," etc.), list price, or type of property (e.g., condominiums, cooperatives, single-family detached, multi-family), cooperative compensation offered by listing brokers, or type of listing (e.g., exclusive right-to-sell or exclusive agency), or the level of service being provided by the listing firm. Selection of listings displayed through IDX must be independently made by each participant. **M**

Section 18.2.12
All listing displayed pursuant to IDX shall identify the listing firm, and the email or phone number provided by the listing participant in a reasonably prominent location and in a readily visible color and typeface not smaller than the median used in the display of listing data. **M**

Section 18.3.1
Listings displayed pursuant to IDX shall contain only those fields of data designated by the MLS. Display of all other fields (as determined by the MLS) is prohibited. Confidential fields intended only for other MLS participants and users (e.g., cooperative compensation offers cooperative compensation offers, showing instructions, and property security information, etc.) may not be displayed. **O**

Section 18.3.12
Display of expired, and withdrawn, and sold listings ** is prohibited. (Amended 11/15) **O**

~~**Note: If "sold" information is publicly accessible, display of "sold" listings may not be prohibited. (Adopted 11/14)~~

Section 19.12
A participant's VOW may exclude listings from display based only on objective criteria, including, but not limited to, factors such as geography, list price, or type of property. ~~cooperative compensation offered by listing broker and whether the listing broker is a REALTOR®.~~ **M**

Section 19.15
A participant's VOW may not make available for search by or display to Registrants any of the following information: ...
f. <u>Sales price if sold information is not publicly accessible in the jurisdiction of the MLS</u> ~~Sold information~~ **O**
Note: If sold information is publicly accessible in the jurisdiction of the MLS, Subsection 19.15 f must be omitted. (Revised 11/15) **M**

Section 19.18
A participant shall cause any listing that is displayed on his or her VOW to identify the name of the listing firm, ~~and~~ the listing broker or agent<u>, and the email or phone number provided by the listing participant</u> in a readily visible color, in a reasonably prominent location, and in typeface not smaller than the median typeface used in the display of the listing data. **O**

Changes to Multiple Listing Policy Statements

MLS Policy Statement 7.3, Statistical Reports
MLSs may, as a matter of local determination, make statistical reports, sold information, and other informational reports derived from the MLS available to REALTORS® who do not participate in the MLS but who are engaged in real estate brokerage, management, appraising, land development, or building. Additional expenses incurred in providing such information to REALTORS® who do not participate in the MLS may be included in the price charged for such information. Any information provided may not be transmitted, retransmitted, or provided in any manner to any individual, office, or firm, except as otherwise authorized in the MLS rules and regulations.
MLSs may, as a matter of local determination, provide statistical reports, sold information, and other informational reports derived from the MLS to government agencies. MLSs may, as a matter of local discretion, require that such agencies (or representatives of such agencies) hold an appropriate form of membership in the MLS or in the association of REALTORS® as a condition of such access.
~~It is strongly recommended that any irrelevant information such as the names of current or former owners, or information concerning the sales commission or the compensation offered or paid to cooperating brokers be deleted. (Revised 11/04)~~ **M**

MLS Policy Statement 7.85, Internet Data Exchange (IDX) Policy
... To comply with this requirement MLSs must, if requested by a participant, promptly provide basic downloading of all active listings, sold* listing data starting from January 1, 2012, non-confidential pending sale listing data, and other listings authorized under applicable MLS rules. MLSs may not exclude any listings from the information which can be downloaded or displayed under IDX except those listings for which a seller has affirmatively directed that their listing or their property address not appear on the Internet or other electronic forms of display or distribution.

*Note: If "sold" information is not publicly accessible, ~~sold listings can be removed from the MLSs' IDX feeds/downloads~~ <u>display of sales price may be prohibited</u>. "Publicly accessible" sold information as used in IDX policy and rules, means data that is available electronically or in hard copy to the public from city,

county, state and other government records. MLSs must provide for its participants' IDX displays publicly accessible sold information maintained by the MLS starting January 1, 2012. (Amended 5/17) **M** ...

Polices Applicable to Participants' IDX Websites and Displays...

4. Participants may select the IDX listings they choose to display based only on objective criteria including, but not limited to, factors such as geography or location ("uptown", "downtown", etc.), list price, <u>or</u> type of property (e.g., condominiums, cooperatives, single family detached, multi-family), ~~cooperative compensation offered by listing brokers,~~ <u>or</u> type of listing (e.g., exclusive right-to-sell or exclusive agency), ~~or the level of service provided by the listing firm.~~ Selection of IDX listings to be displayed must be independently made by each participant. **M**...

12. An MLS participant's IDX display must identify the listing firm,<u> and the email or phone number provided by the listing participant</u> in a reasonably prominent location and in a readily visible color and typeface not smaller than the median used in the display of listing data. **M...**

Policies Applicable to Multiple Listing Services
<u>MLSs must designate compensation fields as non-confidential and make them available for display via participants' and subscribers' IDX and VOW displays.</u>

The following guidelines are recommended but not required to conform to National Association policy. *MLSs may:*

1. prohibit display of expired, ~~or~~ withdrawn ~~, or sold~~ listings* (Amended 11/15)

*Note: If "sold" information is not publicly accessible, display of "~~sold" listings may not be prohibited.~~ <u>sales price of completed transactions may be prohibited.</u> **O**

2. prohibit display of confidential information fields intended for cooperating brokers rather than consumers including ~~compensation offered to other MLS participants,~~ showing instructions~~,~~ <u>and</u> property security information, etc...

MLS Policy Statement 7.91, Virtual Office Websites (VOW) Policy

II. Policies Applicable to Participants' VOWs...
5. A participant's VOW must comply with the following additional requirements...
h. A VOW may exclude listings from display based only on objective criteria, including, but not limited to, factors such as geography, list price, or type of property~~, cooperative compensation offered by listing broker or whether the listing broker is a REALTOR®~~. O ...

III. Policies Applicable to Multiple Listing Services ...
2. An MLS shall, if requested by a participant, provide basic downloading of all MLS non- confidential listing data, including, without limitation, address fields, listing types, photographs, and links to virtual tours. Confidential data includes only that which participants are prohibited from providing to customers orally and by all other delivery mechanisms. They include fields containing the information described in Section IV.1. of this policy, provided that ~~sold data (i.e., listing information relating to properties that have sold) shall be deemed confidential and withheld from a download only if the actual sales prices of completed transactions are not accessible from public records,~~ <u>sales prices may be deemed confidential and withheld from display.</u> ...

IV. Requirements that MLSs May Impose on the Operation of VOWs and Participants

1. An MLS may impose any, all, or none of the following requirements on VOWs, but may impose them only to the extent that equivalent requirements are imposed on participants' use of MLS listing data in providing brokerage services via all other delivery mechanisms.

    a.   A participant's VOW may not make available for search by or display to Registrants the following data, intended exclusively for other MLS participants and their affiliated licensees:

        1.   expired, withdrawn, or pending listings

        2.   <u>sales price on sold data if the actual sales price of completed transactions is not accessible from public records.</u> ~~sold data, unless the actual sales price of completed transactions is accessible from public records.~~

        3.   ~~the compensation offered to other MLS participants~~ ...

        d. Any listing displayed on a VOW shall identify the name of the listing firm, <u>and the email or phone number provided by the listing participant</u> in a reasonably prominent location and in typeface not smaller than the median typeface used in the display of listing data. **O**

(New) MLS Policy Statement 8.4, Services Advertised as "Free"
MLS participants and subscribers must not represent that their brokerage services to a client or customer are free or available at no cost to their clients, unless the participant or subscriber will receive no financial compensation from any source for those services. **M**

(New) MLS Policy Statement 8.5, Non-filtering of Listings
MLS participants and subscribers must not, and MLSs must not enable the ability to, filter out or restrict MLS listings that are searchable by and displayed to consumers based on the level of compensation offered to the cooperating broker or the name of a brokerage or agent. **M**

(New) MLS Policy Statement 8.6, One Data Source
MLSs must offer a participant a single data feed in accordance with a participant's licensed authorized uses. At the request of a participant, MLS must provide the single data feed for that participant's licensed uses to that participant's designee. The designee may use the single data feed only to facilitate that participant's licensed uses on behalf of that participant. **M**

(New) MLS Policy Statement 8.7, Brokerage Back Office Feed
That participants are entitled to use, and MLSs must provide to participants, the BBO Data, for BBO Use subject to the Terms below:

"BBO Data" means all real property listing and roster information in the MLS database, including all listings of all participants, but excludes (i) MLS only fields (those fields only visible to MLS staff and the listing participant), and (ii) fields and content to which MLS does not have a sufficient license for use in the Brokerage Back Office Feed.

"BBO Use" means use of BBO Data by participant and subscribers affiliated with the participant for the following purposes:

- Brokerage management systems that only expose BBO Data to participant and subscribers affiliated with participant.

- Customer relationship management (CRM) and transaction management tools that only expose the BBO Data to participant, subscribers affiliated with participant, and their bona fide clients as established under state law.

- Agent and brokerage productivity and ranking tools and reports that only exposes BBO Data to participant and subscribers affiliated with participant.

- Marketplace statistical analysis and reports in conformance with NAR MLS Policy Statement 7.80, which allows for certain public distribution.

BBO Use may only be made by participant and subscriber affiliated with participant, except that at the request of a participant, MLS must provide BBO Data to that participant's designee. The designee may use the BBO Data only to facilitate the BBO Use on behalf of that participant and its affiliated subscribers. There is no option for participants to opt-out their listings from the Brokerage Back Office Feed Use as defined.

"Terms" mean the following:

- MLSs may impose reasonable licensing provisions and fees related to participant's license to use Brokerage Back Office Feed Data. MLSs may require the participant's designee to sign the same or a separate and different license agreement from what is signed by the participant. Such provisions in a license agreement may include those typical to the MLS's data licensing practices, such as security requirements, rights to equitable relief, and dispute resolution terms. (The foregoing examples are not a limitation on the types of provisions an MLS may have in a license agreement.)

- Use of roster information may be limited by the MLS participation agreement and license agreements.

- Brokerage Back Office Feed Use is subject to other NAR MLS policies and local rules.

- MLSs in their reasonable discretion may expand the definition of Brokerage Back Office Feed Use in conformance with other NAR MLS policies, such as Policy Statement 7.85, which provides that "Use of listings and listing information by MLSs for purposes other than the defined purposes of MLS requires participants' consent." **M**

(New) MLS Policy Statement 8.8, Display of Listing Broker's Offer of Compensation

MLSs must include the listing broker's offer of compensation for each active listing displayed on its consumer-facing website(s) and in MLS data feeds provided to participants and subscribers and must permit MLS participants or subscribers to share such information though IDX and VOW displays or through any other form or format provided to clients and consumers. The information about the offer of compensation must be accompanied by a disclaimer stating that the offer is made only to participants of the MLS where the listing is filed. **M**

(New) MLS Policy Statement 8.9, Property Addresses

Residential listings filed with the MLS must include a property address where one exists at the time the listing is filed. If a property address is unavailable, then the parcel identification number must be submitted at the time the listing is filed. If no address or parcel identification number is available at the time the listing is filed, the listing must, at a minimum, contain a legal description of the property sufficient to describe the location of the property. This information shall be available to participants and subscribers at the time of filing. **M**

Date: January 21ˢᵗ, 2022

To: Denne Evans, CEO CMLS, Sam DeBord, CEO RESO

Subject: NAR Policy Changes

We hereby request that as members of both RESO and CMLS that the Board of Directors of both organizations formally request that NAR change the implementation deadline of the policy changes ratified in the November 2021 NAR conference as follows:

For Policy changes that require corresponding changes to RESO Standards to implement, follow the existing NAR policy that requires certification and adoption of RESO changes one (1) year after the RESO Standard has been ratified by RESO Committees, approved by the RESO Board of Directors and is supported by RESO Compliance and Testing tools. This would apply to changes in Policies 8.7, 8.8, 7.58 and 7.91.

For other policy changes, set an implementation deadline of six (6) months after NAR has completed their FAQs and finalized requirements and after CMLS has completed their corresponding best practices Implementation guide for each Policy change.

Rationale

Risk – With such aggressive timelines it dramatically increases the risk that many MLSs will not be able to comply, and even those that try to support the policy will do so in a haphazard and risky manner.

Inconsistency – The industry is striving for standards and consistency. This applies to Brokers, MLS vendors, and other vendors that span multiple MLSs markets. The industry needs enough time to build a standard approach to addressing the Policy changes. Rushing the implementation will mean that MLSs, MLS Vendors and IDX/VOW/BBO Vendors will need to implement conflicting and incompatible solutions that will only make the problem worse.

Impracticality – Given that he solutions will require changes to the entire listing value chain, it is impractical to assume that the cascade of changes from MLSs, MLS Vendors, MLS data aggregations services, data feeds and the downstream vendors themselves can make these changes in a matter of weeks.

Signed,

Chip McAvoy, EVP Real Estate Solutions, Black Knight

Working Paper to address NAR MLS Policy Changes

January 2022

New MLS Policy Statement 8.4 – Services Advertised as "FREE":

'MLS Participants and Subscribers must not represent that their brokerage services to a client or customer are free or available at no cost to their clients, unless the Participant or Subscriber will receive no financial compensation from any source for those services.'

Our take: This does not seem to require any changes to the technology platforms.

Open Questions:

- None

MLS Responsibility:

- Customers will need to evaluate the impact to their rules and regulations.

BK Responsibility:

- None

New MLS Policy Statement 8.5 – Prohibition on Filtering out Listings:

'MLS Participants and Subscribers must not, and MLSs must not enable the ability to, filter out or restrict MLS listings that are searchable by and displayed to consumers based on the level of compensation offered to the cooperating broker or the name of a brokerage or agent.'

Our take: While well intended, it is practically impossible to implement this policy using technology.

- Agents and Brokers have valid business reasons to search for listings based on commissions, brokerage name and agent name. We cannot take away that ability by restricting the ability to search by those fields
- Even if we restricted an agent's ability to search these fields, there is nothing that can prevent an agent from selecting three listings out of a group of 25 displayed on their screen with the highest cooperating broker commission and emailing those specific listings to their buyer
- This policy contradicts with policy 8.8, which requires the distribution of commission fields
- Proposed solution:
  - Build in logic into the MLS system so that if a user tries to save a search that uses these fields as search criteria, and they are trying to associate the search with Buyer, the system will not allow the agent to proceed.
  - This is similar to logic that prevents client searches from having access to specific statuses

Open Questions:

- Why does this policy only apply to MLSs? Why doesn't it apply to all products used by Agents and Brokers that provide listings to consumers? Shouldn't the requirement apply to IDX, VOW and all other consumer web sites?
- Even if the policy is also applied to IDX and VOW vendors, once that data is distributed to vendors via RETS, how can this possibly be enforced?

MLS Responsibility:

- Update license agreements

BK Responsibility:

- Create enhancement to restrict saving specific searches to contacts

New MLS Policy Statement 8.6 - One Data Source:

'MLSs must offer a Participant a single data feed in accordance with a Participant's licensed authorized uses. At the request of a Participant, MLS must provide the single data feed for that Participant's licensed uses to that Participant's designee. The designee may use the single data feed only to facilitate that Participant's licensed uses on behalf of that Participant.'

Our take: This rule will not have a meaningful impact to brokers or vendors, but could require a lot of work to support.

- This only applies if a Subscriber (aka Broker) requests it.
- This will not be useful if a Participant uses multiple vendors for multiple uses
- Most Vendors that serve multiple brokers within an MLS will not want this
- The data feed may be of limited use for BBO applications since it would not include confidential broker-specific fields that are typically included in a feed of only the broker's listings
- The data feed itself will no longer define what data is available for the specific licensed use. The Participant will be responsible for managing compliance against usage rights manually. MLSs will need to provide documentation showing business rules for fields, statuses, etc. that are allowed for each licensed use

FAQs:

- Does 8.6 require that a single feed be provided to all of the Vendors that support a specific participant? For example, if a Broker uses Vendor A for IDX and Vendor B for BBO do both Vendors get a single feed that includes all data for both licensed uses? No, vendors can only receive data they are licensed for via 3rd Party agreements
- The policy focuses on providing one set of credentials for a Participant. When these credentials are provided to the Participants directly (Two Party agreement) is the Participant allowed to share these credentials with Vendors? If MLSs allow that under existing policies
- How will this policy be implemented for Vendors that support multiple brokerages within an MLS? Most vendors would NOT want a unique feed for each Participant they support.

MLS Responsibility:

- Setup new RETS profiles, user accounts, etc.
- Evaluate changes to License Agreements
- Create documentation showing business rules for fields, statuses, etc. that are allowed for each licensed use

BK Responsibility:

- Provide assistance setting up RETS Profiles

New MLS Policy Statement 8.7 - Brokerage Back Office Feed:

'Participants are entitled to use, and MLSs must provide to Participants, the BBO Data, for BBO Use subject to the Terms below:

"BBO Data" means all real property listing and roster information in the MLS database, including all listings of all Participants, but excludes (i) MLS only fields (those fields only visible to MLS staff and the listing Participant), and (ii) fields and content to which MLS does not have a sufficient license for use in the Brokerage Back Office Feed.'

Our take: It is a good idea to define a standard policy around Broker Back Office feeds, but as written this is problematic to support.

- Only two exceptions are listed, but the problem is much more complicated. For example business rules exist around listing statuses, LVT, Broker exclusive periods, etc. beyond just the fields themselves.
- This feed will NOT include the critical information that brokers need in their BBO system for their own listings since the feed must support all listings. Brokers would still need to have a separate feed that includes their listings that included all of the broker-specific fields, statuses, etc.
- As written, the Broker or their designated vendor will receive a unique feed for each MLS because the policy specifically states 'all real property listing information'. This is not beneficial to the Broker or Vendor.
- RESO should formally define a BBO payload like they did for IDX so that this can be implemented in a standard way across MLSs.

MLS Responsibility:

- Setup new RETS profiles, user accounts, etc.

BK Responsibility:

- Provide assistance setting up new RETS Profiles for the BBO feed

New MLS Policy Statement 8.8 – Requiring Disclosure of Buyer Agent Compensation:

'MLSs must include the listing broker's offer of compensation for each active listing displayed on its consumer-facing website(s) and in MLS data feeds provided to participants and subscribers and must permit MLS participants or subscribers to share such information though IDX and VOW displays or through any other form or format provided to clients and consumers. The information about the offer of compensation must be accompanied by a disclaimer stating that the offer is made only to participants of the MLS where the listing is filed.'

Our take: On the surface the policy sounds simple, but it will be challenging to implement.

- There is more than one commission field. Actual fields may be different for each MLS
- This will require changes to RESO standards, development from IDX and VOW vendors, changes to MLS metadata and changes to RETS profiles and data feeds.
- It would be good if RESO defined a standard set of fields for all Commission scenarios

Open Questions:

- Does this require changes to the consumer reports in the MLS? If so what reports? Does it need to be on a CMA or thumbnail view?

MLS Responsibility:

- Identify the Commission fields that need to be included
- Update IDX and VOW RETS Profiles to include all of the new required fields
- Update IDX and VOW license agreements
- Initiate audits of RETS and IDX websites
- Update the standard MLS disclaimer to meet the new requirements
- If necessary, add fields to all consumer reports
- If necessary, add fields to Collab Center and Collab Link consumer reports

BK Responsibility:

- Assist with the disclaimer, report, collab center and RETS changes

Amendments to Policies in IDX (7.58) and VOW (7.91): Listing Broker Attribution

'12. An MLS Participant's IDX display must identify the listing firm, and the email or phone number provided by the listing participant in a reasonably prominent location and in a readily visible color and typeface not smaller than the median used in the display of listing data.'

Our take: On the surface the policy sounds simple, but it will be challenging to implement. It is also overkill because IDX vendors already possess the Listing Broker information, and a policy change with MLS data license agreements could address this issue.

- This needs to be implemented consistently across all MLSs or it will make life more difficult from IDX vendors
- Displaying the Listing Broker Name is already part of the policy
- The policy has many open questions and further elaboration is needed from NAR
- This will require changes to RESO standards, development from MLS, IDX vendors, addition of new fields in MLS databases, changes to MLS metadata and changes to RETS data pulls and data feeds.
- As written the option of email or phone makes implementation much more difficult.

Proposed solutions

- Use Existing Fields
    - Validate RETS Profiles to ensure IDX vendors receive the Listing Broker and Listing Agent email and phone number
    - IDX Vendors provide Brokers with the ability to set their preferences in the IDX product
    - IDX Vendors modify their products to display the data according to the Broker's preferences
- Add new IDX/VOW Attribution Field
    - RESO defines a new standard field, and updates the IDX Payload. The field is a varchar that can contain either an email address or phone number
    - The field would NOT be editable in LIM
    - The field would not be visible in any reports or collab center IF the MLS rules don't require VOW attribution
    - The field would be populated based on preferences at the Office and Agent level, and would work very similar to the Syndication Preferences
    - Brokers would choose between the following options: None, Listing Office Phone, Listing Office email, Listing Agent phone, Listing Agent Email, Delegate to the Listing Agent preference
    - Agents would choose between the following options: None, Listing Agent phone, Listing Agent Email

Open Questions:

- Does there need to be a default?
- Does this apply to all listings or listings moving forward?
- Does the information have to vary for each listing?
- How will this work for teams?

MLS Responsibility:

- Define the new field
- Evaluate IDX and VOW rules
- Coordinate with BK on the implementation of the new field
- Change RETS Profiles for IDX and VOX vendors

BK Responsibility:

- Develop the new feature and release it in Paragon
- Implement new field and refresh metadata

Lawrence MLS Features

A1 - Vacant
A2 - Lockbox
A3 - Combo Lockbox
A4 - Show at Will
A5 - Occupied
A6 - Call Agent
A7 - Text Agent
A8 - Call Agency
A9 - Call Owner
A10 - Make Appointment
A11 - Showing Time for MLS
A12 - Showing Time 866-664-7039
A13 - Showing Time 800-746-9464
A14 - Caution-Pets
A15 - Other
A16 - See Remarks
A17 - Virtual Showing Only

B - POSSESSION
B1 - Negotiable
B2 - At Closing
B3 - Tenants Rights
B4 - Upon Completion
B5 - Other
B6 - See Remarks

C - TERMS
C1 - New Loan
C2 - Assumption
C3 - Cash
C4 - Contract
C5 - Carryback
C6 - Exchange
C7 - Lease/Purchase
C8 - Home Warranty
C9 - Other
C10 - See Remarks

D - STYLE
D1 - 1 Story
D2 - 1.5 Story
D3 - 2 Story
D4 - Bi-Level
D5 - Tri-Level
D6 - Multi-Level
D7 - Ranch
D8 - Raised Ranch
D9 - Bungalow
D10 - Cape Cod
D11 - Contemporary
D12 - Solar
D13 - Earth Berm
D14 - Colonial
D15 - Victorian
D16 - Tudor
D17 - Salt Box
D18 - Italianate
D19 - Cottage
D20 - Other
D21 - See Remarks

E - BASEMENT
E1 - Slab
E2 - Crawl
E3 - Cellar
E4 - Partial
E5 - Full
E6 - Finished
E7 - Unfinished
E8 - Part Finished
E9 - Walk Out
E10 - Day Light
E11 - Walk-Up
E12 - Bi-Level
E13 - Other
E14 - See Remarks

F - CONSTRUCTION
F1 - Masonry
F2 - Wood Frame
F3 - Steel Frame
F4 - Stucco
F5 - Cement Siding
F6 - Metal Siding
F7 - Wood Siding
F8 - Vinyl Siding
F9 - Hardboard Siding
F10 - Brick Veneer
F11 - Stone Veneer
F12 - Mobile
F13 - Modular
F14 - Manufactured
F15 - Other
F16 - See Remarks

G - ROOF
G1 - Wood
G2 - Shake
G3 - Slate
G4 - Composition
G5 - 3D Composition
G6 - Tile
G7 - Built-Up
G8 - Concrete
G9 - Metal
G10 - Other
G11 - See Remarks

H - GARAGE TYPE
H1 - Attached
H2 - Detached
H3 - Carport
H4 - Parking Spaces
H5 - None
H6 - Other
H7 - See Remarks

I - WINDOWS
I1 - Single Pane
I2 - Double Pane
I3 - Triple Pane
I4 - No Storms
I5 - Some Storms
I6 - Most Storms
I7 - All Storms
I8 - Metal Windows
I9 - Wood Windows
I10 - Clad Windows
I11 - Vinyl Windows
I12 - Casements
I13 - Double Hung
I14 - Other
I15 - See Remarks

J - FLOORS
J1 - Carpet
J2 - Vinyl
J3 - Hardwood
J4 - Laminate
J5 - Ceramic
J6 - Marble
J7 - Concrete
J8 - Other
J9 - See Remarks

K - HEATING
K1 - Forced Air Gas
K2 - FAE
K3 - FAP
K4 - Floor Furnace
K5 - Gravity
K6 - Hot Water
K7 - Steam
K8 - Wood Stove
K9 - Heat Pump
K10 - Active Solar
K11 - Passive Solar
K12 - Wood Furnace
K13 - Space Heater
K14 - Wall Furnace
K15 - Baseboard
K16 - Zoned
K17 - None
K18 - Other
K19 - See Remarks

L - COOLING
L1 - Central Air
L2 - Heat Pump
L3 - Window 1
L4 - Window 2
L5 - Window 3
L6 - Zoned
L7 - None
L8 - Other
L9 - See Remarks

M - APPLIANCES
M1 - Range
M2 - Cook Top
M3 - Dishwasher
M4 - Wall Oven
M5 - Double Oven
M6 - Disposal
M7 - Grill
M8 - Refrigerator
M9 - Microwave
M10 - Trash Compactor
M11 - Beverage Refrigerator
M12 - None
M13 - Other
M14 - See Remarks
M15 - Clothes Washer
M16 - Clothes Dryer

N - INTERIOR
N1 - Attic Fan
N2 - Paddle Fan
N3 - Garage Opener
N4 - Humidifier
N5 - Hot Tub
N6 - Central Vacuum
N7 - Intercom
N8 - Vaulted Ceiling
N9 - Jetted Tub
N10 - Security Alarm
N11 - Eat-In Kitchen
N12 - Kitchen Island
N13 - Grill Top
N14 - Wet Bar
N15 - Pantry
N16 - Water Softener
N17 - Walk-In
N18 - Sauna
N19 - Appliance Gar.
N20 - Wheel Chair Access
N21 - Air Filter
N22 - Water Filter
N23 - Storm Room
N24 - Safe Room
N25 - Other
N26 - See Remarks

O - FIREPLACE
O1 - One
O2 - Two
O3 - Three
O4 - Insert
O5 - Direct Vent Gas
O6 - Gas Log
O7 - Gas Starter
O8 - Woodstove
O9 - Masonry Fireplace
O10 - In Living Room
O11 - In Family Room
O12 - In Master Bedroom
O13 - Zero Clearance
O14 - None
O15 - Other
O16 - See Remarks

P - EXTERIOR	S - FENCING	W - UTILITIES AVAILABLE
P1 - Patio	S1 - None	W1 - City Water
P2 - Deck	S2 - Partial	W2 - Rural Water
P3 - Screened Porch	S3 - Perimeter	W3 - City Sewer
P4 - Security Light	S4 - Cross Fencing	W4 - Septic
P5 - Satellite Dish	S5 - Rail	W5 - Lagoon
P6 - Fenced Yard	S6 - Barbed Wire	W6 - Natural Gas
P7 - Sprinkler System	S7 - Smooth Wire	W7 - Propane/Leased
P8 - Pool	S8 - Wood	W8 - Propane/Owned
P9 - Wooded Lot	S9 - Chain Link	W9 - Electricity
P10 - Golf Lot	S10 - Wrought Iron	W10 - High Speed Internet
P11 - Grill	S11 - Other	W11 - Fiber Optic
P12 - Wheel Chair Access	S12 - See Remarks	W12 - Other
P13 - Other		W13 - See Remarks
P14 - See Remarks	T - DRIVEWAY	
	T1 - Dirt	X - ROAD TO PROPERTY
Q - AMENITIES	T2 - Rock	X1 - Public
Q1 - Landscaping	T3 - Hard Surface	X2 - Private
Q2 - Common Pool	T4 - Other	X3 - Dirt
Q3 - Common Tennis	T5 - See Remarks	X4 - Rock
Q4 - Common Playground/Park		X5 - Hard Surface
Q5 - Gated Community	U - PONDS	X6 - Other
Q6 - Security	U1 - One	X7 - See Remarks
Q7 - Nature Trail	U2 - Two	
Q8 - Spa	U3 - Several	Y - PHONE SERVICE
Q9 - Club House	U4 - None	Y1 - Baldwin
Q10 - Exterior Maintenance	U5 - Site Available	Y2 - DeSoto
Q11 - Snow Removal	U6 - Run-Off	Y3 - Edgerton
Q12 - Lawn Care	U7 - Stream/Creek	Y4 - Eudora
Q13 - Golf Lot	U8 - Spring Fed	Y5 - Gardner
Q14 - Wooded Lot	U9 - Other	Y6 - Lawrence
Q15 - Lakeside Lot	U10 - See Remarks	Y7 - Lecompton
Q16 - See Remarks		Y8 - Linwood
	V - UTILITIES TO PROPERTY	Y9 - McLouth
R - OUTBUILDINGS	V1 - City Water	Y10 - Olathe
R1 - None	V2 - Rural Water	Y11 - Oskaloosa
R2 - One	V3 - City Sewer	Y12 - Ottawa
R3 - Several	V4 - Septic	Y13 - Overbrook
R4 - Garage	V5 - Lagoon	Y14 - Perry
R5 - Barn	V6 - Natural Gas	Y15 - Tonganoxie
R6 - Stable	V7 - Propane/Leased	Y16 - Topeka
R7 - Silo	V8 - Propane/Owned	Y17 - Wellsville
R8 - Grain Bins	V9 - Electricity	Y18 - Other
R9 - Livestock Pens	V10 - Hi Speed Internet	Y19 - See Remarks
R10 - Shop	V11 - Fiber Optic	
R11 - Elevator	V12 - Other	
R12 - Kennels	V13 - See Remarks	
R13 - Storage Buildings		
R14 - Other		
R15 - See Remarks		

Z - LAND DATA
Z1 - Easement(s)
Z2 - Survey
Z3 - Farm Lease Agreement
Z4 - CRP
Z5 - Crop Program
Z6 - Mineral Rights
Z7 - Water Rights
Z8 - See Remarks
ZA - COUNTY
ZA1 - Douglas
ZA2 - Franklin
ZA3 - Jefferson
ZA4 - Johnson
ZA5 - Leavenworth
ZA6 - Osage
ZA7 - Shawnee
ZA8 - Doniphan
ZA9 - Other
ZA10 - See Remarks

ZB - ZONING
ZB1 - RS20
ZB2 - RS10
ZB3 - RS7
ZB4 - RSO
ZB5 - RS3
ZB6 - RS5
ZB7 - RS40
ZB8 - PRD
ZB9 - RM12D
ZB10 - RM12
ZB11 - RM24
ZB12 - RM32
ZB13 - A-1
ZB14 - R-1
ZB15 - R-2
ZB16 - A
ZB17 - B-1
ZB18 - B-2
ZB19 - I-1
ZB20 - I-2
ZB21 - Other
ZB22 - See Remarks
ZB23 – IL

ZC - ASSOCIATED DOCUMENTS
ZC1 - Seller's Disclosure
ZC2 - Lead-Based Paint
ZC3 - Pre-Inspections
ZC4 - Plans
ZC5 - Specifications
ZC6 - Plat
ZC7 - Survey
ZC8 - Auction Terms
ZC9 - Other
ZC10 - See Remarks

ZD - AUCTION TERMS
ZD1 - Absolute
ZD2 - Buyer's Premium
ZD3 - Reserve
ZD4 - Reserve w/Min Open Bid
ZD5 - Registration Required
ZD6 - Other
ZD7 - See Remarks

TOPEKA FEATURES

Class Description	Category	Code	Abbreviation	Description
RESIDENTIAL	APPLIANCES/EQUIPMENT	22	AG	Auto Garage Opener(s)
RESIDENTIAL	APPLIANCES/EQUIPMENT	20	BR	Bar Refrigerator
RESIDENTIAL	APPLIANCES/EQUIPMENT	16	BA	Burglar Alarm
RESIDENTIAL	APPLIANCES/EQUIPMENT	31	CT	Cable TV Available
RESIDENTIAL	APPLIANCES/EQUIPMENT	18	CV	Central Vacuum
RESIDENTIAL	APPLIANCES/EQUIPMENT	12	DW	Dishwasher
RESIDENTIAL	APPLIANCES/EQUIPMENT	14	DS	Disposal
RESIDENTIAL	APPLIANCES/EQUIPMENT	9	DO	Double Oven(s)
RESIDENTIAL	APPLIANCES/EQUIPMENT	29	EA	Electric Air Filter
RESIDENTIAL	APPLIANCES/EQUIPMENT	3	EC	Electric Cooktop
RESIDENTIAL	APPLIANCES/EQUIPMENT	1	ER	Electric Range
RESIDENTIAL	APPLIANCES/EQUIPMENT	17	FA	Fire Alarm
RESIDENTIAL	APPLIANCES/EQUIPMENT	23	GO	Garage Opener Control(s)
RESIDENTIAL	APPLIANCES/EQUIPMENT	4	GC	Gas Cooktop
RESIDENTIAL	APPLIANCES/EQUIPMENT	2	GR	Gas Range
RESIDENTIAL	APPLIANCES/EQUIPMENT	5	GD	Griddle
RESIDENTIAL	APPLIANCES/EQUIPMENT	10	GL	Grill
RESIDENTIAL	APPLIANCES/EQUIPMENT	27	HU	Humidifier
RESIDENTIAL	APPLIANCES/EQUIPMENT	30	IN	Intercom
RESIDENTIAL	APPLIANCES/EQUIPMENT	11	MW	Microwave
RESIDENTIAL	APPLIANCES/EQUIPMENT	7	OV	Oven(s)
RESIDENTIAL	APPLIANCES/EQUIPMENT	6	RH	Rangehood
RESIDENTIAL	APPLIANCES/EQUIPMENT	13	RF	Refrigerator
RESIDENTIAL	APPLIANCES/EQUIPMENT	32	SD	Satellite Dish
RESIDENTIAL	APPLIANCES/EQUIPMENT	33	SE	Satellite Equipment
RESIDENTIAL	APPLIANCES/EQUIPMENT	21	IC	Separate Ice Maker
RESIDENTIAL	APPLIANCES/EQUIPMENT	26	SP	Sump Pump
RESIDENTIAL	APPLIANCES/EQUIPMENT	15	TC	Trash Compactor
RESIDENTIAL	APPLIANCES/EQUIPMENT	8	WL	Wall Oven(s)
RESIDENTIAL	APPLIANCES/EQUIPMENT	25	WSL	Water Softener-Leased
RESIDENTIAL	APPLIANCES/EQUIPMENT	24	WO	Water Softener-Owned
RESIDENTIAL	APPLIANCES/EQUIPMENT	19	WB	Wet Bar
RESIDENTIAL	APPLIANCES/EQUIPMENT	28	WT	Whirlpool Tub
RESIDENTIAL	BUILD TYPE	3	BAR	Barndominium
RESIDENTIAL	BUILD TYPE	4	ECS	Earth Contact/Sheltered
RESIDENTIAL	BUILD TYPE	1	MAN	Manufactured
RESIDENTIAL	BUILD TYPE	6	MBL	Mobile
RESIDENTIAL	BUILD TYPE	2	MOD	Modular
RESIDENTIAL	BUILD TYPE	5	SB	Stick Built
RESIDENTIAL	COOLING	8	SEER	14 =/+ Seer
RESIDENTIAL	COOLING	5	AF	Attic Fan
RESIDENTIAL	COOLING	2	FAE	Forced Air Electric
RESIDENTIAL	COOLING	1	FAG	Forced Air Gas
RESIDENTIAL	COOLING	9	GTGS	Geo Thermal/Ground Source
RESIDENTIAL	COOLING	4	HP	Heat Pump
RESIDENTIAL	COOLING	7	1	More Than One

RESIDENTIAL	COOLING	6	SC	Solar Cooling
RESIDENTIAL	COOLING	3	WU	Window Unit(s)
RESIDENTIAL	DINING	5	BB	Breakfast Bar
RESIDENTIAL	DINING	8	BN	Breakfast Nook
RESIDENTIAL	DINING	6	EIK	Eat-In-Kitchen
RESIDENTIAL	DINING	1	FR	Formal
RESIDENTIAL	DINING	7	GR	Great Room
RESIDENTIAL	DINING	3	KD	Kit/Din Combo
RESIDENTIAL	DINING	4	KF	Kit/Family Combo
RESIDENTIAL	DINING	2	LD	Liv/Din Combo
RESIDENTIAL	DOCUMENTS ON FILE	1	AP	Appraisal
RESIDENTIAL	DOCUMENTS ON FILE	11	AC	Assoc. Covenants
RESIDENTIAL	DOCUMENTS ON FILE	10	CC	Condo Covenants
RESIDENTIAL	DOCUMENTS ON FILE	13	DS	Disclosure
RESIDENTIAL	DOCUMENTS ON FILE	3	IN	Inspections
RESIDENTIAL	DOCUMENTS ON FILE	12	LB	Lead Base Paint
RESIDENTIAL	DOCUMENTS ON FILE	7	MTI	Mortgage Title Inspection
RESIDENTIAL	DOCUMENTS ON FILE	5	PL	Plans
RESIDENTIAL	DOCUMENTS ON FILE	4	RS	Restrictions
RESIDENTIAL	DOCUMENTS ON FILE	8	SD	Sellers Disclosure
RESIDENTIAL	DOCUMENTS ON FILE	9	SA	Special Assessment Info
RESIDENTIAL	DOCUMENTS ON FILE	2	SU	Survey
RESIDENTIAL	DOCUMENTS ON FILE	6	WR	Warranty
RESIDENTIAL	EXTERIOR AMENITIES	20	AP	Aboveground Pool
RESIDENTIAL	EXTERIOR AMENITIES	21	CA	Community Pool Available
RESIDENTIAL	EXTERIOR AMENITIES	4	CD	Covered Deck
RESIDENTIAL	EXTERIOR AMENITIES	2	CP	Covered Patio
RESIDENTIAL	EXTERIOR AMENITIES	8	CO	Covered Porch
RESIDENTIAL	EXTERIOR AMENITIES	3	DC	Deck
RESIDENTIAL	EXTERIOR AMENITIES	26	DO	Dock
RESIDENTIAL	EXTERIOR AMENITIES	7	EP	Enclosed Porch
RESIDENTIAL	EXTERIOR AMENITIES	15	FC	Fence-Chain Link
RESIDENTIAL	EXTERIOR AMENITIES	17	FP	Fence-Partial
RESIDENTIAL	EXTERIOR AMENITIES	18	FPR	Fence-Privacy
RESIDENTIAL	EXTERIOR AMENITIES	16	FW	Fence-Wood
RESIDENTIAL	EXTERIOR AMENITIES	14	FN	Fenced
RESIDENTIAL	EXTERIOR AMENITIES	24	GZ	Gazebo
RESIDENTIAL	EXTERIOR AMENITIES	6	GP	Glassed Porch
RESIDENTIAL	EXTERIOR AMENITIES	28	GH	Greenhouse
RESIDENTIAL	EXTERIOR AMENITIES	9	GR	Grill
RESIDENTIAL	EXTERIOR AMENITIES	22	HT	Hot Tub
RESIDENTIAL	EXTERIOR AMENITIES	19	IP	Inground Pool
RESIDENTIAL	EXTERIOR AMENITIES	13	IS	Inground Sprinkler
RESIDENTIAL	EXTERIOR AMENITIES	30	OB	Outbuildings
RESIDENTIAL	EXTERIOR AMENITIES	1	PT	Patio
RESIDENTIAL	EXTERIOR AMENITIES	5	SP	Screened Porch
RESIDENTIAL	EXTERIOR AMENITIES	23	SPA	Spa

RESIDENTIAL	EXTERIOR AMENITIES	29 SS	Storage Shed
RESIDENTIAL	EXTERIOR AMENITIES	11 SD	Storm Doors
RESIDENTIAL	EXTERIOR AMENITIES	10 SW	Storm Windows
RESIDENTIAL	EXTERIOR AMENITIES	25 TC	Tennis Court
RESIDENTIAL	EXTERIOR AMENITIES	12 TW	Thermal Pane Windows
RESIDENTIAL	EXTERIOR AMENITIES	27 WS	Waterscape
RESIDENTIAL	EXTERIOR AMENITIES	31 ZSE	Zero Step Entry
RESIDENTIAL	EXTERIOR MATERIALS	1 BR	Brick
RESIDENTIAL	EXTERIOR MATERIALS	2 BF	Brick & Frame
RESIDENTIAL	EXTERIOR MATERIALS	6 CB	Concrete/Block
RESIDENTIAL	EXTERIOR MATERIALS	9 EI	EIFS
RESIDENTIAL	EXTERIOR MATERIALS	3 FR	Frame
RESIDENTIAL	EXTERIOR MATERIALS	11 LG	Log
RESIDENTIAL	EXTERIOR MATERIALS	7 MT	Metal Siding
RESIDENTIAL	EXTERIOR MATERIALS	12 OT	Other
RESIDENTIAL	EXTERIOR MATERIALS	4 ST	Stone
RESIDENTIAL	EXTERIOR MATERIALS	5 SF	Stone & Frame
RESIDENTIAL	EXTERIOR MATERIALS	10 SU	Stucco
RESIDENTIAL	EXTERIOR MATERIALS	8 VN	Vinyl
RESIDENTIAL	FIREPLACE	23 Elect	Electric
RESIDENTIAL	FIREPLACE	7 FI	Fireplace Insert
RESIDENTIAL	FIREPLACE	5 5+	Five or More
RESIDENTIAL	FIREPLACE	4	4 Four
RESIDENTIAL	FIREPLACE	9 GO	Gas Only
RESIDENTIAL	FIREPLACE	11 GS	Gas Starter
RESIDENTIAL	FIREPLACE	21 BS	In Basement
RESIDENTIAL	FIREPLACE	18 DR	In Dining Room
RESIDENTIAL	FIREPLACE	15 FR	In Family Room
RESIDENTIAL	FIREPLACE	20 GR	In Great Room
RESIDENTIAL	FIREPLACE	19 KT	In Kitchen
RESIDENTIAL	FIREPLACE	17 LR	In Living Room
RESIDENTIAL	FIREPLACE	16 PB	In Primary Bedroom
RESIDENTIAL	FIREPLACE	14 RR	In Rec Room
RESIDENTIAL	FIREPLACE	13 IO	Inoperable
RESIDENTIAL	FIREPLACE	1	1 One
RESIDENTIAL	FIREPLACE	22 OT	Other
RESIDENTIAL	FIREPLACE	12 ST	See Through
RESIDENTIAL	FIREPLACE	3	3 Three
RESIDENTIAL	FIREPLACE	2	2 Two
RESIDENTIAL	FIREPLACE	6 WD	Wood
RESIDENTIAL	FIREPLACE	8 WG	Wood & Gas
RESIDENTIAL	FIREPLACE	10 WP	Wood/Pellet Stove
RESIDENTIAL	FOUNDATION/BASEMENT	14 9'	9'+ Walls
RESIDENTIAL	FOUNDATION/BASEMENT	2 BK	Block
RESIDENTIAL	FOUNDATION/BASEMENT	5 CR	Crawl
RESIDENTIAL	FOUNDATION/BASEMENT	15 DW	Daylight Windows
RESIDENTIAL	FOUNDATION/BASEMENT	7 FL	Full

RESIDENTIAL	FOUNDATION/BASEMENT	9	FF	Full Finished
RESIDENTIAL	FOUNDATION/BASEMENT	17	NN	None
RESIDENTIAL	FOUNDATION/BASEMENT	6	OT	Other
RESIDENTIAL	FOUNDATION/BASEMENT	12	OE	Outside Entry Only
RESIDENTIAL	FOUNDATION/BASEMENT	8	PT	Partial
RESIDENTIAL	FOUNDATION/BASEMENT	10	PF	Partial Finished
RESIDENTIAL	FOUNDATION/BASEMENT	1	PC	Poured Concrete
RESIDENTIAL	FOUNDATION/BASEMENT	4	SL	Slab
RESIDENTIAL	FOUNDATION/BASEMENT	3	ST	Stone
RESIDENTIAL	FOUNDATION/BASEMENT	16	SS	Storm Shelter
RESIDENTIAL	FOUNDATION/BASEMENT	11	UF	Unfinished
RESIDENTIAL	FOUNDATION/BASEMENT	13	WO	Walkout
RESIDENTIAL	GARAGE TYPE	1	AT	Attached or Built In
RESIDENTIAL	GARAGE TYPE	3	CP	Carport
RESIDENTIAL	GARAGE TYPE	2	DT	Detached
RESIDENTIAL	GARAGE TYPE	4	EP	Extra Parking
RESIDENTIAL	HEATING	18	EFF	90 + Efficiency
RESIDENTIAL	HEATING	15	CB	Cable
RESIDENTIAL	HEATING	17	CR	Ceiling Radiant
RESIDENTIAL	HEATING	6	EB	Electric Baseboard
RESIDENTIAL	HEATING	5	FF	Floor Furnace
RESIDENTIAL	HEATING	3	FAE	Forced Air Electric
RESIDENTIAL	HEATING	2	FAG	Forced Air Gas
RESIDENTIAL	HEATING	13	FO	Fuel Oil
RESIDENTIAL	HEATING	19	GTGS	Geo Thermal/Ground Source
RESIDENTIAL	HEATING	4	GR	Gravity
RESIDENTIAL	HEATING	7	HP	Heat Pump
RESIDENTIAL	HEATING	9	HW	Hot Water/Steam
RESIDENTIAL	HEATING	16	HB	Hydronic Baseboard
RESIDENTIAL	HEATING	1	1	More than One
RESIDENTIAL	HEATING	11	PL	Propane-Lease
RESIDENTIAL	HEATING	12	PO	Propane-Own
RESIDENTIAL	HEATING	8	Sl	Solar
RESIDENTIAL	HEATING	14	WL	Wall Furnace
RESIDENTIAL	HEATING	10	WF	Wood Furnace
RESIDENTIAL	HOA FEE INCLUDES	21	CT	Cable TV
RESIDENTIAL	HOA FEE INCLUDES	18	CH	Club House
RESIDENTIAL	HOA FEE INCLUDES	22	CA	Common Area Maintenance
RESIDENTIAL	HOA FEE INCLUDES	23	CS	Community Signage
RESIDENTIAL	HOA FEE INCLUDES	1	EL	Electricity
RESIDENTIAL	HOA FEE INCLUDES	10	EP	Exterior Paint
RESIDENTIAL	HOA FEE INCLUDES	24	FM	Feature Maint (pond etc.)
RESIDENTIAL	HOA FEE INCLUDES	2	GS	Gas
RESIDENTIAL	HOA FEE INCLUDES	20	GT	Gate
RESIDENTIAL	HOA FEE INCLUDES	8	IN	Insurance
RESIDENTIAL	HOA FEE INCLUDES	5	LN	Lawn
RESIDENTIAL	HOA FEE INCLUDES	11	MG	Management

RESIDENTIAL	HOA FEE INCLUDES	25 OT	Other - see comments
RESIDENTIAL	HOA FEE INCLUDES	9 PK	Parking
RESIDENTIAL	HOA FEE INCLUDES	14 PL	Pool
RESIDENTIAL	HOA FEE INCLUDES	17 PS	Private Street/Maint
RESIDENTIAL	HOA FEE INCLUDES	13 RR	Roof Replacement
RESIDENTIAL	HOA FEE INCLUDES	19 SC	Security
RESIDENTIAL	HOA FEE INCLUDES	12 SS	Security Service
RESIDENTIAL	HOA FEE INCLUDES	6 SR	Snow Removal
RESIDENTIAL	HOA FEE INCLUDES	7 TX	Taxes
RESIDENTIAL	HOA FEE INCLUDES	15 TC	Tennis Court
RESIDENTIAL	HOA FEE INCLUDES	4 TS	Trash Service
RESIDENTIAL	HOA FEE INCLUDES	16 WT	Walking Trail
RESIDENTIAL	HOA FEE INCLUDES	3 WA	Water
RESIDENTIAL	INTERIOR	11 10C	10' Ceiling
RESIDENTIAL	INTERIOR	12 10+C	10'+ Ceiling
RESIDENTIAL	INTERIOR	9 8C	8' Ceiling
RESIDENTIAL	INTERIOR	10 9C	9' Ceiling
RESIDENTIAL	INTERIOR	6 BR	Brick
RESIDENTIAL	INTERIOR	1 CP	Carpet
RESIDENTIAL	INTERIOR	15 CA	Cathedral Ceiling
RESIDENTIAL	INTERIOR	4 CM	Ceramic
RESIDENTIAL	INTERIOR	13 CC	Coffered Ceiling
RESIDENTIAL	INTERIOR	16 HF	Handicap Features
RESIDENTIAL	INTERIOR	2 HW	Hardwood
RESIDENTIAL	INTERIOR	5 LM	Laminate
RESIDENTIAL	INTERIOR	8 PL	Plaster
RESIDENTIAL	INTERIOR	7 SR	Sheetrock
RESIDENTIAL	INTERIOR	14 VC	Vaulted Ceiling
RESIDENTIAL	INTERIOR	3 VN	Vinyl
RESIDENTIAL	LAUNDRY	3 BS	Basement
RESIDENTIAL	LAUNDRY	8 CL	Closet
RESIDENTIAL	LAUNDRY	7 GL	Garage Level
RESIDENTIAL	LAUNDRY	4 IG	In Garage
RESIDENTIAL	LAUNDRY	5 KT	Kitchen
RESIDENTIAL	LAUNDRY	6 LL	Lower Level
RESIDENTIAL	LAUNDRY	1 MF	Main Floor
RESIDENTIAL	LAUNDRY	2 SF	Second Floor
RESIDENTIAL	LAUNDRY	9 SR	Separate Room
RESIDENTIAL	LOT DESCRIPTIONS	11 AA	Addl Acreage Available
RESIDENTIAL	LOT DESCRIPTIONS	7 GC	Adjacent to Golf Course
RESIDENTIAL	LOT DESCRIPTIONS	1 CR	Corner
RESIDENTIAL	LOT DESCRIPTIONS	2 CD	Cul-de-Sac
RESIDENTIAL	LOT DESCRIPTIONS	9 LP	Lake Privileges
RESIDENTIAL	LOT DESCRIPTIONS	8 LF	Lakefront
RESIDENTIAL	LOT DESCRIPTIONS	4 PR	Paved Road
RESIDENTIAL	LOT DESCRIPTIONS	3 PC	Pond/Creek
RESIDENTIAL	LOT DESCRIPTIONS	10 SW	Sidewalk

Type	Category	Order	Code	Description
RESIDENTIAL	LOT DESCRIPTIONS	5	UP	Unpaved Road
RESIDENTIAL	LOT DESCRIPTIONS	6	WD	Wooded
RESIDENTIAL	OCCUPANCY/SHOW	10	24	24 Hr. Notice Required
RESIDENTIAL	OCCUPANCY/SHOW	8	AM	Agt. Must Be Present
RESIDENTIAL	OCCUPANCY/SHOW	6	AO	Appointment Only
RESIDENTIAL	OCCUPANCY/SHOW	9	DP	Dangerous Pet(s)
RESIDENTIAL	OCCUPANCY/SHOW	4	KO	Key/Office
RESIDENTIAL	OCCUPANCY/SHOW	3	LR	Leased/Rented
RESIDENTIAL	OCCUPANCY/SHOW	5	LB	Lockbox
RESIDENTIAL	OCCUPANCY/SHOW	7	MU	Model Units to Show
RESIDENTIAL	OCCUPANCY/SHOW	2	OC	Occupied
RESIDENTIAL	OCCUPANCY/SHOW	1	VC	Vacant
RESIDENTIAL	OTHER ROOMS	22	1FB	1st Fl Full Bath
RESIDENTIAL	OTHER ROOMS	23	1HB	1st Fl Half Bath
RESIDENTIAL	OTHER ROOMS	13	1PB	1st Floor Primary Bedroom
RESIDENTIAL	OTHER ROOMS	12	BL	Balcony or Loft
RESIDENTIAL	OTHER ROOMS	1	FL	Formal Living Room
RESIDENTIAL	OTHER ROOMS	6	HR	Hearth Room
RESIDENTIAL	OTHER ROOMS	8	LS	Library/Sitting Room
RESIDENTIAL	OTHER ROOMS	11	MR	Media Room
RESIDENTIAL	OTHER ROOMS	10	OC	Office/Computer Room
RESIDENTIAL	OTHER ROOMS	18	PN	Pantry
RESIDENTIAL	OTHER ROOMS	14	PB	Primary Bath
RESIDENTIAL	OTHER ROOMS	17	RR	Rec Room
RESIDENTIAL	OTHER ROOMS	20	SA	Sauna
RESIDENTIAL	OTHER ROOMS	7	SD	Study Den
RESIDENTIAL	OTHER ROOMS	9	SR	Sun Room
RESIDENTIAL	OTHER ROOMS	19	WC	Wine/Cellar
RESIDENTIAL	OTHER ROOMS	21	WS	Workshop
RESIDENTIAL	ROOFING	2	AS	Architectural Style
RESIDENTIAL	ROOFING	1	CM	Composition
RESIDENTIAL	ROOFING	9	FG	Fiberglass
RESIDENTIAL	ROOFING	7	MT	Metal
RESIDENTIAL	ROOFING	8	OT	Other
RESIDENTIAL	ROOFING	6	SL	Slate
RESIDENTIAL	ROOFING	4	TG	Tar & Gravel
RESIDENTIAL	ROOFING	5	TL	Tile
RESIDENTIAL	ROOFING	3	WD	Wood
RESIDENTIAL	WATER HEATER	7	30	30 Gallon
RESIDENTIAL	WATER HEATER	4	40	40 Gallon
RESIDENTIAL	WATER HEATER	5	50	50 Gallon or More
RESIDENTIAL	WATER HEATER	2	EL	Electric
RESIDENTIAL	WATER HEATER	1	GS	Gas
RESIDENTIAL	WATER HEATER	6	1	More than One
RESIDENTIAL	WATER HEATER	3	SL	Solar
RESIDENTIAL	WATER HEATER	8	TWH	Tankless Water Heater
RESIDENTIAL	WATER/SEWER	4	CI	Cistern

RESIDENTIAL	WATER/SEWER	5	CS	City Sewer System
RESIDENTIAL	WATER/SEWER	1	CW	City Water
RESIDENTIAL	WATER/SEWER	6	CSS	County Sewer System
RESIDENTIAL	WATER/SEWER	9	HT	Holding Tank
RESIDENTIAL	WATER/SEWER	8	PL	Private Lagoon
RESIDENTIAL	WATER/SEWER	2	RW	Rural Water
RESIDENTIAL	WATER/SEWER	7	SS	Septic System
RESIDENTIAL	WATER/SEWER	3	WW	Water Well
RESIDENTIAL	WILL SELL	3	AS	Assumption
RESIDENTIAL	WILL SELL	1	CA	Cash
RESIDENTIAL	WILL SELL	2	CV	Conventional
RESIDENTIAL	WILL SELL	5	FH	FHA
RESIDENTIAL	WILL SELL	7	LP	Lease Purchase
RESIDENTIAL	WILL SELL	4	OF	Owner Financing
RESIDENTIAL	WILL SELL	8	RD	Rural Development
RESIDENTIAL	WILL SELL	6	VA	VA

Class Description	Category	Code	Abbreviation	Description
LAND	CROPS	2	NO	None
LAND	CROPS	4	SO	Seller Owned
LAND	CROPS	3	TO	Tenant Owned
LAND	CROPS	1	YS	Yes (See Remarks)
LAND	DOCUMENTS ON FILE	12	AB	Abstract
LAND	DOCUMENTS ON FILE	4	AP	Aerial Photos
LAND	DOCUMENTS ON FILE	5	EL	Equipment List
LAND	DOCUMENTS ON FILE	7	LS	Leases
LAND	DOCUMENTS ON FILE	1	LD	Legal Description
LAND	DOCUMENTS ON FILE	8	PL	Profit/Loss
LAND	DOCUMENTS ON FILE	6	ROW	Rights Of Way
LAND	DOCUMENTS ON FILE	11	SD	Sellers Disclosure
LAND	DOCUMENTS ON FILE	10	SC	Soil Class
LAND	DOCUMENTS ON FILE	2	SU	Survey
LAND	DOCUMENTS ON FILE	13	TI	Title Insurance
LAND	DOCUMENTS ON FILE	3	TM	Topography Map
LAND	DOCUMENTS ON FILE	9	YD	Yield
LAND	FENCING	1	BW	Barbed Wire
LAND	FENCING	7	C	Corral(s)
LAND	FENCING	5	CF	Cross Fencing
LAND	FENCING	4	EL	Electric
LAND	FENCING	6	NO	None
LAND	FENCING	3	RL	Rail
LAND	FENCING	2	SW	Smooth Wire
LAND	KIND: FARM/RANCH	1	DR	Dairy
LAND	KIND: FARM/RANCH	9	DV	Diversified
LAND	KIND: FARM/RANCH	7	DO	Dormant
LAND	KIND: FARM/RANCH	8	FC	Facility (See Remarks)
LAND	KIND: FARM/RANCH	4	GR	Grain
LAND	KIND: FARM/RANCH	10	GS	Grass
LAND	KIND: FARM/RANCH	3	HR	Horse
LAND	KIND: FARM/RANCH	2	LS	Livestock
LAND	KIND: FARM/RANCH	6	PA	Pasture
LAND	KIND: FARM/RANCH	11	TL	Tilled
LAND	KIND: FARM/RANCH	5	TR	Truck
LAND	LOT IMPROVEMENTS	1	CG	Curbs & Gutters
LAND	LOT IMPROVEMENTS	4	FA	Fenced Agreement
LAND	LOT IMPROVEMENTS	6	HY	Hydrant within 1000'
LAND	LOT IMPROVEMENTS	5	NO	None
LAND	LOT IMPROVEMENTS	3	SW	Sidewalks
LAND	LOT IMPROVEMENTS	2	SD	Storm Drain
LAND	LOT LOCATION	5	GF	Adjacent to Golf Course
LAND	LOT LOCATION	1	CR	Corner
LAND	LOT LOCATION	2	CS	Cul-de-Sac
LAND	LOT LOCATION	3	IN	Interior
LAND	LOT LOCATION	4	LF	Lakefront

LAND	MINERALS	1 GOI	Gas & Oil Rights Included
LAND	MINERALS	2 GOR	Gas & Oil Rights Reserved
LAND	MINERALS	6 LN	Lease-No
LAND	MINERALS	5 LY	Lease-Yes
LAND	MINERALS	3 PM	Partial Minerals Included
LAND	MINERALS	4 SO	Surface Only
LAND	OUTBUILDINGS	11 EM	Elevator Mill
LAND	OUTBUILDINGS	4 EB	Equipment Barn
LAND	OUTBUILDINGS	1 GR	Garage
LAND	OUTBUILDINGS	8 GB	Grain Bin
LAND	OUTBUILDINGS	2 HB	Hay Barn
LAND	OUTBUILDINGS	9 HP	Hog Pens
LAND	OUTBUILDINGS	3 LB	Livestock Barn
LAND	OUTBUILDINGS	5 MB	Milking Barn
LAND	OUTBUILDINGS	10 SH	Shop
LAND	OUTBUILDINGS	7 SI	Silo
LAND	OUTBUILDINGS	6 ST	Stable
LAND	RESTRICTIONS/EASEMENTS	5 DR	Deed Restrictions
LAND	RESTRICTIONS/EASEMENTS	6 ER	Easements/Rights Of Way
LAND	RESTRICTIONS/EASEMENTS	1 RP	Recorded Plat
LAND	RESTRICTIONS/EASEMENTS	4 SR	Subdivision Restrictions
LAND	RESTRICTIONS/EASEMENTS	7 SZ	Subject to Zoning
LAND	RESTRICTIONS/EASEMENTS	8 UN	Unknown (verify)
LAND	RESTRICTIONS/EASEMENTS	3 US	Unrecorded Subdivision
LAND	RESTRICTIONS/EASEMENTS	2 ZU	Zone-Unplatted
LAND	ROAD FRONTAGE	4 CI	City
LAND	ROAD FRONTAGE	3 CO	County
LAND	ROAD FRONTAGE	1 IN	Interstate
LAND	ROAD FRONTAGE	7 NO	None
LAND	ROAD FRONTAGE	5 PR	Private
LAND	ROAD FRONTAGE	2 ST	State
LAND	ROAD FRONTAGE	6 UI	Unimproved
LAND	ROAD SURFACE	2 BA	Blacktop/Asphalt
LAND	ROAD SURFACE	1 CO	Concrete
LAND	ROAD SURFACE	4 DC	Dirt/Clay
LAND	ROAD SURFACE	3 GR	Gravel
LAND	ROAD SURFACE	5 OS	Oil/Sealed
LAND	SURFACE WATER	1 LK	Lake(s)
LAND	SURFACE WATER	2 PD	Pond(s)
LAND	SURFACE WATER	4 SP	Spring
LAND	SURFACE WATER	3 ST	Stream(s)
LAND	SURFACE WATER	5 WL	Watershed Lake
LAND	TOPOGRAPHY	5 CL	Cleared
LAND	TOPOGRAPHY	4 HW	Heavily Wooded
LAND	TOPOGRAPHY	1 LV	Level
LAND	TOPOGRAPHY	3 PW	Partially Wooded
LAND	TOPOGRAPHY	2 RL	Rolling

LAND	UTILITIES	2 CG	City Gas
LAND	UTILITIES	3 EL	Electricity
LAND	UTILITIES	1 NU	No Utilities
LAND	UTILITIES	5 SS	Storm Sewer
LAND	UTILITIES	4 TL	Telephone Line
LAND	UTILITIES	6 TV	TV Cable Available
LAND	WATER/SEWER	8 CP	Cesspool
LAND	WATER/SEWER	4 CI	Cistern
LAND	WATER/SEWER	5 CS	City Sewer
LAND	WATER/SEWER	1 CW	City Water
LAND	WATER/SEWER	10 COS	County Sewer
LAND	WATER/SEWER	9 HT	Holding Tank
LAND	WATER/SEWER	7 LG	Lagoon
LAND	WATER/SEWER	2 RW	Rural Water
LAND	WATER/SEWER	6 ST	Septic Tank
LAND	WATER/SEWER	3 WW	Water Well
LAND	WILL SELL	3 AS	Assumption
LAND	WILL SELL	1 CA	Cash
LAND	WILL SELL	2 CV	Conventional
LAND	WILL SELL	5 FH	FHA
LAND	WILL SELL	7 LP	Lease Purchase
LAND	WILL SELL	4 OF	Owner Financing
LAND	WILL SELL	8 RD	Rural Development
LAND	WILL SELL	6 VA	VA
LAND	ZONING	7 C2	C-2 Commercial
LAND	ZONING	8 C4	C-4 Commercial
LAND	ZONING	9 C5	C-5 Commercial
LAND	ZONING	22 CZ	Conforms to Zoning
LAND	ZONING	21 DZ	Down Zoning
LAND	ZONING	10 I1	I-1 Light Industrial
LAND	ZONING	11 I2	I-2 Heavy Industrial
LAND	ZONING	3 M1	M-1 Two Family
LAND	ZONING	4 M2	M-2 Two Family
LAND	ZONING	12 M3	M-3 Multi-Family
LAND	ZONING	6 M4	M-4 Multi-Family
LAND	ZONING	20 MS1	MS-1 Medical Service
LAND	ZONING	5 OI1	O & I-1 Office & Inst
LAND	ZONING	16 OI2	O & I-2 Office & Inst
LAND	ZONING	14 PUD	PUD
LAND	ZONING	1 R1	R-1 Single Family
LAND	ZONING	2 R2	R-2 Single Family
LAND	ZONING	18 R3	R-3 Single Family
LAND	ZONING	19 R4	R-4 Single Family
LAND	ZONING	17 RA1	RA-1 Agriculture
LAND	ZONING	15 RR1	RR-1 Resid. Reserve
LAND	ZONING	13 U3	U-3 University Svc. Di

Class Description	Category	Code	Abbreviatio	Description
COMMERCIAL/INDUSTRIAL	AGE	2	-10	1 Day to 10 Years
COMMERCIAL/INDUSTRIAL	AGE	3	-20	11-20 Years
COMMERCIAL/INDUSTRIAL	AGE	4	-30	21-30 Years
COMMERCIAL/INDUSTRIAL	AGE	5	-50	31-50 Years
COMMERCIAL/INDUSTRIAL	AGE	9	EX	Excellent
COMMERCIAL/INDUSTRIAL	AGE	8	FR	Fair
COMMERCIAL/INDUSTRIAL	AGE	7	GD	Good
COMMERCIAL/INDUSTRIAL	AGE	6	51	More than 51 Years
COMMERCIAL/INDUSTRIAL	AGE	1	NN	New-Never Occupied
COMMERCIAL/INDUSTRIAL	BASEMENT	1	CS	Crawl Space
COMMERCIAL/INDUSTRIAL	BASEMENT	2	FIN	Finished
COMMERCIAL/INDUSTRIAL	BASEMENT	3	FULL	Full
COMMERCIAL/INDUSTRIAL	BASEMENT	4	PART	Partial
COMMERCIAL/INDUSTRIAL	BASEMENT	6	SLAB	Slab
COMMERCIAL/INDUSTRIAL	CEILING HEIGHT	3	-15	11 to 15 Ft
COMMERCIAL/INDUSTRIAL	CEILING HEIGHT	4	-20	16 to 20 Ft
COMMERCIAL/INDUSTRIAL	CEILING HEIGHT	2	-10	8 to 10 Ft
COMMERCIAL/INDUSTRIAL	CEILING HEIGHT	1	-8	Less than 8 Ft.
COMMERCIAL/INDUSTRIAL	CEILING HEIGHT	5	20	More than 20 Ft
COMMERCIAL/INDUSTRIAL	CEILING HEIGHT	6	VH	Varied Heights
COMMERCIAL/INDUSTRIAL	DOCUMENTS ON FILE	5	AE	Aerial Photo
COMMERCIAL/INDUSTRIAL	DOCUMENTS ON FILE	9	AP	Appraisal
COMMERCIAL/INDUSTRIAL	DOCUMENTS ON FILE	2	BS	Boundary Survey
COMMERCIAL/INDUSTRIAL	DOCUMENTS ON FILE	15	BP	Building Plans
COMMERCIAL/INDUSTRIAL	DOCUMENTS ON FILE	17	CF	Cash Flow Annual
COMMERCIAL/INDUSTRIAL	DOCUMENTS ON FILE	10	FD	Financial Details
COMMERCIAL/INDUSTRIAL	DOCUMENTS ON FILE	12	FX	Fixture List
COMMERCIAL/INDUSTRIAL	DOCUMENTS ON FILE	11	FL	Furnishing List
COMMERCIAL/INDUSTRIAL	DOCUMENTS ON FILE	13	IL	Inventory List
COMMERCIAL/INDUSTRIAL	DOCUMENTS ON FILE	6	LD	Legal Description
COMMERCIAL/INDUSTRIAL	DOCUMENTS ON FILE	14	LL	Licenses List
COMMERCIAL/INDUSTRIAL	DOCUMENTS ON FILE	1	NO	None
COMMERCIAL/INDUSTRIAL	DOCUMENTS ON FILE	16	OE	Operating Expense
COMMERCIAL/INDUSTRIAL	DOCUMENTS ON FILE	8	OS	Operating Statement
COMMERCIAL/INDUSTRIAL	DOCUMENTS ON FILE	7	RP	Recorded Plat
COMMERCIAL/INDUSTRIAL	DOCUMENTS ON FILE	4	SS	Soil Survey
COMMERCIAL/INDUSTRIAL	DOCUMENTS ON FILE	3	TP	Topography
COMMERCIAL/INDUSTRIAL	FLOOD INSURANCE	1	FK	Fake
COMMERCIAL/INDUSTRIAL	FLOORS	4	CP	Carpeting
COMMERCIAL/INDUSTRIAL	FLOORS	1	CS	Concrete Slab
COMMERCIAL/INDUSTRIAL	FLOORS	5	DT	Dirt
COMMERCIAL/INDUSTRIAL	FLOORS	6	HD	Heavy Duty
COMMERCIAL/INDUSTRIAL	FLOORS	7	OT	Other (remarks)
COMMERCIAL/INDUSTRIAL	FLOORS	2	TL	Tile
COMMERCIAL/INDUSTRIAL	FLOORS	3	WD	Wood
COMMERCIAL/INDUSTRIAL	HEATING/COOLING	9	AF	Attic Fan

COMMERCIAL/INDUSTRIAL	HEATING/COOLING	11	BO	Boiler
COMMERCIAL/INDUSTRIAL	HEATING/COOLING	2	CE	Central Electric
COMMERCIAL/INDUSTRIAL	HEATING/COOLING	7	CEC	Central Electric Cooling
COMMERCIAL/INDUSTRIAL	HEATING/COOLING	1	CG	Central Gas
COMMERCIAL/INDUSTRIAL	HEATING/COOLING	6	CGC	Central Gas Cooling
COMMERCIAL/INDUSTRIAL	HEATING/COOLING	3	FF	Floor Furnace
COMMERCIAL/INDUSTRIAL	HEATING/COOLING	10	NO	None
COMMERCIAL/INDUSTRIAL	HEATING/COOLING	4	PR	Panel Ray
COMMERCIAL/INDUSTRIAL	HEATING/COOLING	5	SH	Space Heaters
COMMERCIAL/INDUSTRIAL	HEATING/COOLING	8	WU	Window Units
COMMERCIAL/INDUSTRIAL	IMPROVED W/STRUCTURE	6	CZ	Conforming Zoning
COMMERCIAL/INDUSTRIAL	IMPROVED W/STRUCTURE	5	MD	Multiple Dwelling
COMMERCIAL/INDUSTRIAL	IMPROVED W/STRUCTURE	2	NO	No
COMMERCIAL/INDUSTRIAL	IMPROVED W/STRUCTURE	7	NZ	Non-Conforming Zoning
COMMERCIAL/INDUSTRIAL	IMPROVED W/STRUCTURE	3	WH	W/House
COMMERCIAL/INDUSTRIAL	IMPROVED W/STRUCTURE	4	WM	W/Mobile Home
COMMERCIAL/INDUSTRIAL	IMPROVED W/STRUCTURE	1	YS	Yes
COMMERCIAL/INDUSTRIAL	IMPROVEMENTS	2	BV	Brick Veneer
COMMERCIAL/INDUSTRIAL	IMPROVEMENTS	3	CB	Concrete Block
COMMERCIAL/INDUSTRIAL	IMPROVEMENTS	4	CT	Concrete Tilt-Up
COMMERCIAL/INDUSTRIAL	IMPROVEMENTS	1	FR	Frame
COMMERCIAL/INDUSTRIAL	IMPROVEMENTS	5	MF	Metal Fabrication
COMMERCIAL/INDUSTRIAL	IMPROVEMENTS	6	OT	Other
COMMERCIAL/INDUSTRIAL	IMPROVEMENTS	7	STO	Stone
COMMERCIAL/INDUSTRIAL	IMPROVEMENTS	8	STC	Stucco
COMMERCIAL/INDUSTRIAL	IMPROVEMENTS	9	WD	Wood
COMMERCIAL/INDUSTRIAL	LAND STATUS	1	LI	Land Included
COMMERCIAL/INDUSTRIAL	LAND STATUS	2	LL	Land Leased
COMMERCIAL/INDUSTRIAL	LAND STATUS	3	OT	Other (remarks)
COMMERCIAL/INDUSTRIAL	MISCELLANEOUS	25	AB	Auto Bay
COMMERCIAL/INDUSTRIAL	MISCELLANEOUS	11	DD	Delivery Door
COMMERCIAL/INDUSTRIAL	MISCELLANEOUS	9	DW	Display Window
COMMERCIAL/INDUSTRIAL	MISCELLANEOUS	2	EHW	Electric Hot Water Heater
COMMERCIAL/INDUSTRIAL	MISCELLANEOUS	13	EL	Elevator
COMMERCIAL/INDUSTRIAL	MISCELLANEOUS	22	FN	Fencing
COMMERCIAL/INDUSTRIAL	MISCELLANEOUS	15	FE	Fire Escape
COMMERCIAL/INDUSTRIAL	MISCELLANEOUS	14	FS	Fire Stairs
COMMERCIAL/INDUSTRIAL	MISCELLANEOUS	1	GHW	Gas Hot Water Heater
COMMERCIAL/INDUSTRIAL	MISCELLANEOUS	23	GP	Gas Pumps
COMMERCIAL/INDUSTRIAL	MISCELLANEOUS	7	IS	Inside Storage
COMMERCIAL/INDUSTRIAL	MISCELLANEOUS	19	JS	Janitorial Service
COMMERCIAL/INDUSTRIAL	MISCELLANEOUS	6	LA	Living Area In Building
COMMERCIAL/INDUSTRIAL	MISCELLANEOUS	12	LD	Loading Dock
COMMERCIAL/INDUSTRIAL	MISCELLANEOUS	27	OT	Other (remarks)
COMMERCIAL/INDUSTRIAL	MISCELLANEOUS	8	OS	Outside Storage
COMMERCIAL/INDUSTRIAL	MISCELLANEOUS	21	RS	Rail Spur
COMMERCIAL/INDUSTRIAL	MISCELLANEOUS	20	RA	Railroad Available

COMMERCIAL/INDUSTRIAL	MISCELLANEOUS	17	SL	Security Lighting
COMMERCIAL/INDUSTRIAL	MISCELLANEOUS	18	SC	Security System
COMMERCIAL/INDUSTRIAL	MISCELLANEOUS	26	SH	Shelving
COMMERCIAL/INDUSTRIAL	MISCELLANEOUS	16	SS	Sprinkler System
COMMERCIAL/INDUSTRIAL	MISCELLANEOUS	24	TN	Tanks
COMMERCIAL/INDUSTRIAL	MISCELLANEOUS	5	TU	Tenant Pays Utilities
COMMERCIAL/INDUSTRIAL	MISCELLANEOUS	10	TD	Truck Door
COMMERCIAL/INDUSTRIAL	MISCELLANEOUS	4	UM	Util/Master Meter
COMMERCIAL/INDUSTRIAL	MISCELLANEOUS	3	US	Util/Separate Meter
COMMERCIAL/INDUSTRIAL	NUMBER OF LEVELS	1	1	One
COMMERCIAL/INDUSTRIAL	NUMBER OF LEVELS	4	PB	Plus Basement
COMMERCIAL/INDUSTRIAL	NUMBER OF LEVELS	3	3+	Three or More
COMMERCIAL/INDUSTRIAL	NUMBER OF LEVELS	2	2	Two
COMMERCIAL/INDUSTRIAL	PARKING	5	OS	Off Site
COMMERCIAL/INDUSTRIAL	PARKING	7	OT	Other (remarks)
COMMERCIAL/INDUSTRIAL	PARKING	2	PA	Parking Area
COMMERCIAL/INDUSTRIAL	PARKING	3	PG	Parking Garage
COMMERCIAL/INDUSTRIAL	PARKING	1	PL	Parking Lot
COMMERCIAL/INDUSTRIAL	PARKING	4	PV	Paved
COMMERCIAL/INDUSTRIAL	PARKING	6	SP	Street Parking
COMMERCIAL/INDUSTRIAL	POSSESSION	1	AC	At Closing
COMMERCIAL/INDUSTRIAL	POSSESSION	3	NG	Negotiable
COMMERCIAL/INDUSTRIAL	POSSESSION	4	SR	Specific (remarks)
COMMERCIAL/INDUSTRIAL	POSSESSION	2	ST	Subject To Tenants Rights
COMMERCIAL/INDUSTRIAL	ROAD FRONTAGE	6	CI	City
COMMERCIAL/INDUSTRIAL	ROAD FRONTAGE	5	CO	County
COMMERCIAL/INDUSTRIAL	ROAD FRONTAGE	1	IN	Interchange
COMMERCIAL/INDUSTRIAL	ROAD FRONTAGE	2	IS	Interstate
COMMERCIAL/INDUSTRIAL	ROAD FRONTAGE	9	NO	None
COMMERCIAL/INDUSTRIAL	ROAD FRONTAGE	7	PR	Private
COMMERCIAL/INDUSTRIAL	ROAD FRONTAGE	4	ST	State Highway
COMMERCIAL/INDUSTRIAL	ROAD FRONTAGE	3	US	U.S. Highway
COMMERCIAL/INDUSTRIAL	ROAD FRONTAGE	8	UI	Unimproved
COMMERCIAL/INDUSTRIAL	ROOF	3	AS	Asbestos
COMMERCIAL/INDUSTRIAL	ROOF	4	AP	Asphalt
COMMERCIAL/INDUSTRIAL	ROOF	2	BU	Built-Up
COMMERCIAL/INDUSTRIAL	ROOF	8	CM	Composition
COMMERCIAL/INDUSTRIAL	ROOF	10	FG	Fiberglass
COMMERCIAL/INDUSTRIAL	ROOF	1	FL	Flat
COMMERCIAL/INDUSTRIAL	ROOF	5	MT	Metal
COMMERCIAL/INDUSTRIAL	ROOF	7	SL	Slate
COMMERCIAL/INDUSTRIAL	ROOF	9	TL	Tile
COMMERCIAL/INDUSTRIAL	ROOF	6	WD	Wood
COMMERCIAL/INDUSTRIAL	SERVICES INCL. IN RENT	4	IN	Insurance
COMMERCIAL/INDUSTRIAL	SERVICES INCL. IN RENT	1	JA	Janitor
COMMERCIAL/INDUSTRIAL	SERVICES INCL. IN RENT	5	MN	Maintenance
COMMERCIAL/INDUSTRIAL	SERVICES INCL. IN RENT	8	SW	Sewer

COMMERCIAL/INDUSTRIAL	SERVICES INCL. IN RENT	3	TX	Taxes
COMMERCIAL/INDUSTRIAL	SERVICES INCL. IN RENT	6	TR	Trash
COMMERCIAL/INDUSTRIAL	SERVICES INCL. IN RENT	2	UT	Utilities
COMMERCIAL/INDUSTRIAL	SERVICES INCL. IN RENT	7	WT	Water
COMMERCIAL/INDUSTRIAL	TRAFFIC COUNT	4	-15K	10001-15000
COMMERCIAL/INDUSTRIAL	TRAFFIC COUNT	5	-20K	15001-20000
COMMERCIAL/INDUSTRIAL	TRAFFIC COUNT	6	-25K	20001-25000
COMMERCIAL/INDUSTRIAL	TRAFFIC COUNT	2	-5000	2501-5000
COMMERCIAL/INDUSTRIAL	TRAFFIC COUNT	3	-10K	5001-10000
COMMERCIAL/INDUSTRIAL	TRAFFIC COUNT	7	+25K	Above 25000
COMMERCIAL/INDUSTRIAL	TRAFFIC COUNT	1	-2500	Under 2500
COMMERCIAL/INDUSTRIAL	TYPE BUSINESS	12	BS	Beauty Shop
COMMERCIAL/INDUSTRIAL	TYPE BUSINESS	10	GS	Grocery Store
COMMERCIAL/INDUSTRIAL	TYPE BUSINESS	7	IN	Industrial
COMMERCIAL/INDUSTRIAL	TYPE BUSINESS	13	LS	Liqour Store
COMMERCIAL/INDUSTRIAL	TYPE BUSINESS	2	LB	Lounge/Bar
COMMERCIAL/INDUSTRIAL	TYPE BUSINESS	6	MD	Medical
COMMERCIAL/INDUSTRIAL	TYPE BUSINESS	3	MH	Motel/Hotel
COMMERCIAL/INDUSTRIAL	TYPE BUSINESS	4	OF	Office
COMMERCIAL/INDUSTRIAL	TYPE BUSINESS	14	PS	Professional Service
COMMERCIAL/INDUSTRIAL	TYPE BUSINESS	1	RS	Restaurant
COMMERCIAL/INDUSTRIAL	TYPE BUSINESS	5	RT	Retail
COMMERCIAL/INDUSTRIAL	TYPE BUSINESS	15	SB	Service Building
COMMERCIAL/INDUSTRIAL	TYPE BUSINESS	9	SS	Service Station
COMMERCIAL/INDUSTRIAL	TYPE BUSINESS	11	TS	Truck Stop
COMMERCIAL/INDUSTRIAL	TYPE BUSINESS	8	WH	Warehouse
COMMERCIAL/INDUSTRIAL	UTILITIES AVAILABLE	6	CS	City Sewer
COMMERCIAL/INDUSTRIAL	UTILITIES AVAILABLE	4	CW	City Water
COMMERCIAL/INDUSTRIAL	UTILITIES AVAILABLE	10	COS	County Sewer
COMMERCIAL/INDUSTRIAL	UTILITIES AVAILABLE	1	EL	Electric
COMMERCIAL/INDUSTRIAL	UTILITIES AVAILABLE	2	GS	Gas
COMMERCIAL/INDUSTRIAL	UTILITIES AVAILABLE	9	HT	Holding Tank
COMMERCIAL/INDUSTRIAL	UTILITIES AVAILABLE	7	LG	Lagoon
COMMERCIAL/INDUSTRIAL	UTILITIES AVAILABLE	5	SP	Septic
COMMERCIAL/INDUSTRIAL	UTILITIES AVAILABLE	8	UN	Unknown (verify)
COMMERCIAL/INDUSTRIAL	UTILITIES AVAILABLE	3	WW	Water Well
COMMERCIAL/INDUSTRIAL	VACANT/TO SHOW	8	AG	Agent call Owner/Tenant
COMMERCIAL/INDUSTRIAL	VACANT/TO SHOW	6	AO	Appointment Only
COMMERCIAL/INDUSTRIAL	VACANT/TO SHOW	7	AK	Appt/Key if not Home
COMMERCIAL/INDUSTRIAL	VACANT/TO SHOW	4	KY	Key
COMMERCIAL/INDUSTRIAL	VACANT/TO SHOW	3	LR	Leased/Rented
COMMERCIAL/INDUSTRIAL	VACANT/TO SHOW	9	LA	Listing Agent Call
COMMERCIAL/INDUSTRIAL	VACANT/TO SHOW	5	LB	Lock Box
COMMERCIAL/INDUSTRIAL	VACANT/TO SHOW	2	NO	No
COMMERCIAL/INDUSTRIAL	VACANT/TO SHOW	11	SR	See Remarks
COMMERCIAL/INDUSTRIAL	VACANT/TO SHOW	10	SI	Special Instructions
COMMERCIAL/INDUSTRIAL	VACANT/TO SHOW	1	YS	Yes

COMMERCIAL/INDUSTRIAL	WALLS		3	CB	Concrete Block
COMMERCIAL/INDUSTRIAL	WALLS		5	MT	Metal
COMMERCIAL/INDUSTRIAL	WALLS		1	PA	Paneled
COMMERCIAL/INDUSTRIAL	WALLS		8	PW	Party Wall
COMMERCIAL/INDUSTRIAL	WALLS		4	PL	Plaster
COMMERCIAL/INDUSTRIAL	WALLS		2	SR	Sheet Rock
COMMERCIAL/INDUSTRIAL	WALLS		7	UF	Unfinished
COMMERCIAL/INDUSTRIAL	WALLS		6	WD	Wood
COMMERCIAL/INDUSTRIAL	WATER/SEWER/GAS MAIN SI	16	10G	10 Inches or More Gas
COMMERCIAL/INDUSTRIAL	WATER/SEWER/GAS MAIN SI	10	10S	10 Inches or More Sewer
COMMERCIAL/INDUSTRIAL	WATER/SEWER/GAS MAIN SI	5	10W	10 Inches or More Water
COMMERCIAL/INDUSTRIAL	WATER/SEWER/GAS MAIN SI	12	2G	2 Inch Gas
COMMERCIAL/INDUSTRIAL	WATER/SEWER/GAS MAIN SI	1	2W	2 Inch Water
COMMERCIAL/INDUSTRIAL	WATER/SEWER/GAS MAIN SI	13	4G	4 Inch Gas
COMMERCIAL/INDUSTRIAL	WATER/SEWER/GAS MAIN SI	7	4S	4 Inch Sewer
COMMERCIAL/INDUSTRIAL	WATER/SEWER/GAS MAIN SI	2	4W	4 Inch Water
COMMERCIAL/INDUSTRIAL	WATER/SEWER/GAS MAIN SI	14	6G	6 Inch Gas
COMMERCIAL/INDUSTRIAL	WATER/SEWER/GAS MAIN SI	8	6S	6 Inch Sewer
COMMERCIAL/INDUSTRIAL	WATER/SEWER/GAS MAIN SI	3	6W	6 Inch Water
COMMERCIAL/INDUSTRIAL	WATER/SEWER/GAS MAIN SI	15	8G	8 Inch Gas
COMMERCIAL/INDUSTRIAL	WATER/SEWER/GAS MAIN SI	9	8S	8 Inch Sewer
COMMERCIAL/INDUSTRIAL	WATER/SEWER/GAS MAIN SI	4	8W	8 Inch Water
COMMERCIAL/INDUSTRIAL	WATER/SEWER/GAS MAIN SI	17	UG	Unknown (verify) Gas
COMMERCIAL/INDUSTRIAL	WATER/SEWER/GAS MAIN SI	11	US	Unknown (verify) Sewer
COMMERCIAL/INDUSTRIAL	WATER/SEWER/GAS MAIN SI	6	UW	Unknown (verify) Water
COMMERCIAL/INDUSTRIAL	WILL SELL		11	AS	Assumption
COMMERCIAL/INDUSTRIAL	WILL SELL		3	BS	Build to Suit
COMMERCIAL/INDUSTRIAL	WILL SELL		12	CA	Cash
COMMERCIAL/INDUSTRIAL	WILL SELL		4	EX	Exchange
COMMERCIAL/INDUSTRIAL	WILL SELL		5	EO	Exchange Only
COMMERCIAL/INDUSTRIAL	WILL SELL		6	LS	Lease
COMMERCIAL/INDUSTRIAL	WILL SELL		8	LB	Lease Back
COMMERCIAL/INDUSTRIAL	WILL SELL		7	LO	Lease Only
COMMERCIAL/INDUSTRIAL	WILL SELL		9	OC1	Owner Carry 1st
COMMERCIAL/INDUSTRIAL	WILL SELL		10	OC2	Owner Carry 2nd
COMMERCIAL/INDUSTRIAL	WILL SELL		1	SE	Sell in Entirety
COMMERCIAL/INDUSTRIAL	WILL SELL		2	WD	Will Divide
COMMERCIAL/INDUSTRIAL	WILL SELL		13	WA	Wrap-Around
COMMERCIAL/INDUSTRIAL	ZONING		20	C1	C-1 Commercial
COMMERCIAL/INDUSTRIAL	ZONING		5	C2	C-2 Commercial
COMMERCIAL/INDUSTRIAL	ZONING		21	C3	C-3 Commercial
COMMERCIAL/INDUSTRIAL	ZONING		6	C4	C-4 Commercial
COMMERCIAL/INDUSTRIAL	ZONING		7	C5	C-5 Commercial
COMMERCIAL/INDUSTRIAL	ZONING		3	E	E-Multi-Family
COMMERCIAL/INDUSTRIAL	ZONING		16	HP	H-P Central Bus
COMMERCIAL/INDUSTRIAL	ZONING		8	I1	I-1 Light Industrial
COMMERCIAL/INDUSTRIAL	ZONING		9	I2	I-2 Heavy Industrial

COMMERCIAL/INDUSTRIAL	ZONING	1	M2	M-2 Multi-Family
COMMERCIAL/INDUSTRIAL	ZONING	14	M3	M-3 Multi-Family
COMMERCIAL/INDUSTRIAL	ZONING	4	M4	M-4 Multi-Family
COMMERCIAL/INDUSTRIAL	ZONING	22	MS1	MS-1 Medical Service
COMMERCIAL/INDUSTRIAL	ZONING	2	OI1	O & I-1 Office and Indust
COMMERCIAL/INDUSTRIAL	ZONING	12	OI2	O & I-2 Office and Indust
COMMERCIAL/INDUSTRIAL	ZONING	19	OI3	O & I-3 Office and Indust
COMMERCIAL/INDUSTRIAL	ZONING	18	OT	Other
COMMERCIAL/INDUSTRIAL	ZONING	11	PB	Planned Business Center
COMMERCIAL/INDUSTRIAL	ZONING	10	PUD	PUD
COMMERCIAL/INDUSTRIAL	ZONING	17	SP	Special Permit
COMMERCIAL/INDUSTRIAL	ZONING	13	U1	U-1 University
COMMERCIAL/INDUSTRIAL	ZONING	15	US	Univ Serv Dist

Class Description	Category	Code	Abbreviation	Description
MULTIFAMILY	1 BR SQFT RANGE	1	-500	100 to 500
MULTIFAMILY	1 BR SQFT RANGE	2	-750	500 to 750
MULTIFAMILY	1 BR SQFT RANGE	3	750	More than 750
MULTIFAMILY	2 BR SQFT RANGE	1	-500	300 to 500
MULTIFAMILY	2 BR SQFT RANGE	2	-750	500 to 750
MULTIFAMILY	2 BR SQFT RANGE	3	750	More than 750
MULTIFAMILY	3 BR SQFT RANGE	2	-1250	1001 to 1250
MULTIFAMILY	3 BR SQFT RANGE	1	-1000	750 to 1000
MULTIFAMILY	3 BR SQFT RANGE	3	1250	More than 1250
MULTIFAMILY	AMENITIES	8	BB	Barbecues
MULTIFAMILY	AMENITIES	10	CT	Cable TV
MULTIFAMILY	AMENITIES	9	CL	Central Laundry
MULTIFAMILY	AMENITIES	5	CC	Community Center
MULTIFAMILY	AMENITIES	7	ER	Exercise Room
MULTIFAMILY	AMENITIES	3	PG	Playground
MULTIFAMILY	AMENITIES	4	RR	Recreation Room
MULTIFAMILY	AMENITIES	6	SC	Sauna/Cabana
MULTIFAMILY	AMENITIES	1	SP	Swimming Pool
MULTIFAMILY	AMENITIES	2	TC	Tennis Court
MULTIFAMILY	APPLIANCES	9	CV	Central Vacuum
MULTIFAMILY	APPLIANCES	7	CD	Clothes Dryer
MULTIFAMILY	APPLIANCES	6	CW	Clothes Washer
MULTIFAMILY	APPLIANCES	3	DW	Dishwasher
MULTIFAMILY	APPLIANCES	4	DS	Disposal
MULTIFAMILY	APPLIANCES	8	HU	Humidifier
MULTIFAMILY	APPLIANCES	2	OR	Oven/Range
MULTIFAMILY	APPLIANCES	1	RF	Refrigerator
MULTIFAMILY	APPLIANCES	5	TC	Trash Compactor
MULTIFAMILY	CONSTRUCTION	8	BB	Board or Batten
MULTIFAMILY	CONSTRUCTION	2	BF	Brick & Frame
MULTIFAMILY	CONSTRUCTION	1	BV	Brick Veneer
MULTIFAMILY	CONSTRUCTION	6	CB	Concrete Block
MULTIFAMILY	CONSTRUCTION	3	FR	Frame
MULTIFAMILY	CONSTRUCTION	7	MT	Metal
MULTIFAMILY	CONSTRUCTION	5	SF	Stone & Frame
MULTIFAMILY	CONSTRUCTION	4	SV	Stone Veneer
MULTIFAMILY	CONSTRUCTION	9	V	Vinyl
MULTIFAMILY	COOLING	6	AF	Attic Fan
MULTIFAMILY	COOLING	2	CE	Central Electric
MULTIFAMILY	COOLING	1	CG	Central Gas
MULTIFAMILY	COOLING	9	GTGS	Geo Thermal/Ground Source
MULTIFAMILY	COOLING	5	HP	Heat Pump
MULTIFAMILY	COOLING	8	NO	None
MULTIFAMILY	COOLING	7	SL	Solar
MULTIFAMILY	COOLING	4	WU	Window Units
MULTIFAMILY	COOLING	3	ZD	Zoned

MULTIFAMILY	DOCUMENTS ON FILE	3	AP	Appraisal
MULTIFAMILY	DOCUMENTS ON FILE	10	CL	Copy of Lease
MULTIFAMILY	DOCUMENTS ON FILE	4	FD	Financial Details
MULTIFAMILY	DOCUMENTS ON FILE	6	FX	Fixtures List
MULTIFAMILY	DOCUMENTS ON FILE	5	FL	Furnishings List
MULTIFAMILY	DOCUMENTS ON FILE	13	IS	Inspection
MULTIFAMILY	DOCUMENTS ON FILE	7	IL	Inventory List
MULTIFAMILY	DOCUMENTS ON FILE	12	LB	Lead Base Paint
MULTIFAMILY	DOCUMENTS ON FILE	15	MTI	Mortgage Title Inspection
MULTIFAMILY	DOCUMENTS ON FILE	1	NO	None
MULTIFAMILY	DOCUMENTS ON FILE	2	OO	Owner Operating Stmt
MULTIFAMILY	DOCUMENTS ON FILE	9	RR	Rent Roll
MULTIFAMILY	DOCUMENTS ON FILE	14	RS	Restrictions
MULTIFAMILY	DOCUMENTS ON FILE	11	SD	Sellers Disclosure
MULTIFAMILY	DOCUMENTS ON FILE	8	SU	Survey
MULTIFAMILY	EFFICIENCY SQFT RANGE	1	-200	100-200
MULTIFAMILY	EFFICIENCY SQFT RANGE	2	-300	200-300
MULTIFAMILY	EFFICIENCY SQFT RANGE	3	-400	300-400
MULTIFAMILY	EFFICIENCY SQFT RANGE	4	-500	400-500
MULTIFAMILY	EFFICIENCY SQFT RANGE	5	FU	Furnished
MULTIFAMILY	EFFICIENCY SQFT RANGE	6	UF	Unfurnished
MULTIFAMILY	ELECTRICAL	1	100	100 Amps
MULTIFAMILY	ELECTRICAL	2	150	150 Amps
MULTIFAMILY	ELECTRICAL	3	200	200 Amps
MULTIFAMILY	ELECTRICAL	4	200+	200 or More
MULTIFAMILY	FLOOR	1	SL	Slab
MULTIFAMILY	FLOOR	2	WR	Wood/Raised
MULTIFAMILY	HEATING	13	BOR	Boiler/Radiant Heat
MULTIFAMILY	HEATING	2	CE	Central Electric
MULTIFAMILY	HEATING	1	CG	Central Gas
MULTIFAMILY	HEATING	6	FF	Floor Furnace
MULTIFAMILY	HEATING	4	GR	Gravity
MULTIFAMILY	HEATING	9	HP	Heat Pump
MULTIFAMILY	HEATING	11	HW	Hot Water Steam
MULTIFAMILY	HEATING	7	PR	Panel Ray
MULTIFAMILY	HEATING	10	SL	Solar
MULTIFAMILY	HEATING	8	SH	Space Heaters
MULTIFAMILY	HEATING	5	ST	Steam
MULTIFAMILY	HEATING	14	WF	Wall Furnace
MULTIFAMILY	HEATING	12	WD	Wood
MULTIFAMILY	HEATING	3	ZD	Zoned
MULTIFAMILY	MISCELLANEOUS	6	CWH	Central Water Heater
MULTIFAMILY	MISCELLANEOUS	2	EB	Elevator Building
MULTIFAMILY	MISCELLANEOUS	7	IHA	Individual Heat & Air
MULTIFAMILY	MISCELLANEOUS	5	IWH	Individual Water Heaters
MULTIFAMILY	MISCELLANEOUS	15	ME	Master Electric Meter
MULTIFAMILY	MISCELLANEOUS	16	MG	Master Gas Meter

MULTIFAMILY	MISCELLANEOUS	8	MHA	Multi-Unit Heat & Air
MULTIFAMILY	MISCELLANEOUS	3	PR	Pet Restrictions
MULTIFAMILY	MISCELLANEOUS	9	RI	Reserved Items
MULTIFAMILY	MISCELLANEOUS	1	RM	Resident Manager
MULTIFAMILY	MISCELLANEOUS	4	RC	Restriction on Children
MULTIFAMILY	MISCELLANEOUS	11	SD	Security Deposits
MULTIFAMILY	MISCELLANEOUS	13	SE	Separate Electric Meters
MULTIFAMILY	MISCELLANEOUS	14	SG	Separate Gas Meters
MULTIFAMILY	MISCELLANEOUS	12	SW	Storm Windows
MULTIFAMILY	MISCELLANEOUS	10	WP	Warranty Program
MULTIFAMILY	NUMBER OF STORIES	1	1	One
MULTIFAMILY	NUMBER OF STORIES	4	3+	Three or More
MULTIFAMILY	NUMBER OF STORIES	2	2	Two
MULTIFAMILY	NUMBER OF STORIES	3	2.5	Two and one half
MULTIFAMILY	PARKING FACILITY	2	CP	Carport
MULTIFAMILY	PARKING FACILITY	3	GA	Garage
MULTIFAMILY	PARKING FACILITY	6	NO	None
MULTIFAMILY	PARKING FACILITY	4	OS	Off-Site Parking
MULTIFAMILY	PARKING FACILITY	7	ONSTP	On-Site Parking
MULTIFAMILY	PARKING FACILITY	1	PA	Paved Area
MULTIFAMILY	PARKING FACILITY	5	SP	Street Parking
MULTIFAMILY	ROOFING	5	AS	Architectural Style
MULTIFAMILY	ROOFING	3	AB	Asphalt/Built-Up
MULTIFAMILY	ROOFING	1	CM	Composition
MULTIFAMILY	ROOFING	6	FG	Fiberglass
MULTIFAMILY	ROOFING	4	TG	Tar & Gravel
MULTIFAMILY	ROOFING	2	WD	Wood
MULTIFAMILY	SAFETY FEATURES	5	BA	Burglar Alarm
MULTIFAMILY	SAFETY FEATURES	6	FA	Fire Alarm
MULTIFAMILY	SAFETY FEATURES	7	FE	Fire Escape
MULTIFAMILY	SAFETY FEATURES	4	FW	Fire Walls
MULTIFAMILY	SAFETY FEATURES	1	SA	Security Alarm
MULTIFAMILY	SAFETY FEATURES	2	SH	Smoke & Heat Detectors
MULTIFAMILY	SAFETY FEATURES	3	SS	Sprinkler System
MULTIFAMILY	TO SHOW	4	AG	Agent May Call-See Rmks
MULTIFAMILY	TO SHOW	3	AO	Appointment Only
MULTIFAMILY	TO SHOW	1	KO	Key/Office
MULTIFAMILY	TO SHOW	7	LC	Listing Co. Must Call
MULTIFAMILY	TO SHOW	2	LB	Lockbox
MULTIFAMILY	TO SHOW	5	MU	Model Units
MULTIFAMILY	TO SHOW	6	SI	Special Instruc in Remark
MULTIFAMILY	TYPE TENANCY	4	1Y	1 Year Lease
MULTIFAMILY	TYPE TENANCY	6	LI	Land Included
MULTIFAMILY	TYPE TENANCY	7	LL	Land Leased
MULTIFAMILY	TYPE TENANCY	2	MM	Month-to-Month
MULTIFAMILY	TYPE TENANCY	5	NG	Negotiable
MULTIFAMILY	TYPE TENANCY	8	OT	Other (remarks)

MULTIFAMILY	TYPE TENANCY	3	SM	Six Mo Lease
MULTIFAMILY	TYPE TENANCY	1	WK	Weekly
MULTIFAMILY	UNIT FEATURES	9	BL	Balcony
MULTIFAMILY	UNIT FEATURES	3	CP	Carpets
MULTIFAMILY	UNIT FEATURES	21	CO	Common Outside Entry
MULTIFAMILY	UNIT FEATURES	5	DR	Drapes
MULTIFAMILY	UNIT FEATURES	24	EB	Extra Baths
MULTIFAMILY	UNIT FEATURES	25	ES	Extra Storage
MULTIFAMILY	UNIT FEATURES	12	FR	Family Room
MULTIFAMILY	UNIT FEATURES	10	FA	Fenced Area
MULTIFAMILY	UNIT FEATURES	26	FB	Finished Basement
MULTIFAMILY	UNIT FEATURES	13	FD	Formal Dining
MULTIFAMILY	UNIT FEATURES	11	FL	Formal Living Room
MULTIFAMILY	UNIT FEATURES	6	FU	Furnished
MULTIFAMILY	UNIT FEATURES	18	GU	Garage Utility Room
MULTIFAMILY	UNIT FEATURES	29	GR	Great Room
MULTIFAMILY	UNIT FEATURES	31	HF	Handicap Features
MULTIFAMILY	UNIT FEATURES	4	HW	Hardwood
MULTIFAMILY	UNIT FEATURES	17	IB	In-Bldg Utility Room
MULTIFAMILY	UNIT FEATURES	15	KD	Kit/Din Combo
MULTIFAMILY	UNIT FEATURES	16	KF	Kit/Family Combo
MULTIFAMILY	UNIT FEATURES	14	LV	Liv/Din Combo
MULTIFAMILY	UNIT FEATURES	8	PT	Patio
MULTIFAMILY	UNIT FEATURES	22	PB	Private Bath
MULTIFAMILY	UNIT FEATURES	20	PO	Private Outside Entry
MULTIFAMILY	UNIT FEATURES	30	RR	Rec Room
MULTIFAMILY	UNIT FEATURES	23	SB	Shared Bath
MULTIFAMILY	UNIT FEATURES	28	SS	Storm Shelter
MULTIFAMILY	UNIT FEATURES	1	AA	U.F. Apply to All
MULTIFAMILY	UNIT FEATURES	2	AS	U.F. Apply to Some
MULTIFAMILY	UNIT FEATURES	27	UB	Unfinished Basement
MULTIFAMILY	UNIT FEATURES	7	WB	W/B Fireplace
MULTIFAMILY	UNIT FEATURES	19	WDH	Washer/Dryer Hookups
MULTIFAMILY	UTILS/SVCS INCL. IN RENT	1	EL	Electricity
MULTIFAMILY	UTILS/SVCS INCL. IN RENT	2	GS	Gas
MULTIFAMILY	UTILS/SVCS INCL. IN RENT	6	LS	Lawn Services
MULTIFAMILY	UTILS/SVCS INCL. IN RENT	5	PS	Pool Services
MULTIFAMILY	UTILS/SVCS INCL. IN RENT	7	SR	Snow Removal
MULTIFAMILY	UTILS/SVCS INCL. IN RENT	4	TC	Trash Collection
MULTIFAMILY	UTILS/SVCS INCL. IN RENT	3	WT	Water
MULTIFAMILY	VACANT	3	LR	Leased/Rented
MULTIFAMILY	VACANT	6	#L	Number of Units Leased
MULTIFAMILY	VACANT	5	#O	Number of Units Occupied
MULTIFAMILY	VACANT	4	#V	Number of Units Vacant
MULTIFAMILY	VACANT	2	OC	Occupied
MULTIFAMILY	VACANT	1	VC	Vacant
MULTIFAMILY	WATER & SEWER	5	CI	Cistern

MULTIFAMILY	WATER & SEWER	2	CS	City Sewer
MULTIFAMILY	WATER & SEWER	1	CW	City Water
MULTIFAMILY	WATER & SEWER	6	COS	County Sewer
MULTIFAMILY	WATER & SEWER	4	ST	Septic Tank
MULTIFAMILY	WATER & SEWER	3	WW	Water Well
MULTIFAMILY	WILL SELL	3	AS	Assumption
MULTIFAMILY	WILL SELL	1	CA	Cash
MULTIFAMILY	WILL SELL	2	CV	Conventional
MULTIFAMILY	WILL SELL	5	FH	FHA
MULTIFAMILY	WILL SELL	7	LP	Lease Purchase
MULTIFAMILY	WILL SELL	4	OF	Owner Financing
MULTIFAMILY	WILL SELL	8	RD	Rural Development
MULTIFAMILY	WILL SELL	6	VA	VA
MULTIFAMILY	ZONING	5	C5	C-5 Commercial
MULTIFAMILY	ZONING	1	M1	M-1 Two Family
MULTIFAMILY	ZONING	2	M2	M-2 Multi-Family
MULTIFAMILY	ZONING	14	M3	M-3 Multi-Family
MULTIFAMILY	ZONING	4	M4	M-4 Multi-Family
MULTIFAMILY	ZONING	15	MS1	MS-1 Medical Services
MULTIFAMILY	ZONING	3	OI1	O & I-1 Office & Inst.
MULTIFAMILY	ZONING	6	OI2	O & I-2 Office & Inst.
MULTIFAMILY	ZONING	13	OI3	O & I-3 Office & Inst
MULTIFAMILY	ZONING	8	OT	Other
MULTIFAMILY	ZONING	7	PUD	PUD
MULTIFAMILY	ZONING	9	R1	R-1 Single Family
MULTIFAMILY	ZONING	10	R2	R-2 Single Family
MULTIFAMILY	ZONING	11	R3	R-3 Single Family
MULTIFAMILY	ZONING	12	R4	R-4 Single Family

Pre-Release: Paragon v5.20 Release Enhancements

Agent

Search

Along with the following enhancements, several backend improvements have been made to Search functionality in order to provide improved performance and stability.

New operators for Search Lookup Fields and Freeform Fields

New field operators are now available for display on Lookup fields which give the user the ability to filter specific criteria (i.e. Subdivisions, etc.) when executing a search. If the MLS elects to have this feature activated, depending on the Field types, the following will display.

- **Lookup Fields Contain:** Equals and Not Equal To
- **Free Form Fields Contain:** Not Equal To, Contains, Contains All, Starts With, Not Starting With, and Does Not Contain

The operators applied values will be retained when a search is saved.

These field operators when active will also be available in Hotsheet Search.

Date Ranges: Days Back and Months Back search ranges

New date range filters are now available for configuration for date fields. When configured, this functionality will be active on all system date fields.

- 24, 18, 12, 6, Months Back
- 90, 60, 30, 7 Days Back
- Last Month, Last Year, This Month, This Year, Year-to-Date, Next 7 Days, Next 30 Days

When active, these filters will also be available in Client Connect Searches (see Client Connect section).

Contact your SSM to configure this option.

Quick Search

Statistical Reporting

When active on the MLS, the date range operators will also appear in Statistical Reporting Date fields that have been customized to the search screen.

Hover Tool Tip on filter for applied Date Range

When the filters are available, a hover over tool tip will display the equivalent date range on both the field display and within the list itself:

New! v

With the 5.20 release, arrow indicators and a hover over percentage have been added to the Price column in the Spreadsheet. By default, Red will indicate a decrease and Green will indicate an Increase.

On hover over of the arrows the increase/decrease percentage from the previous price will display

Hover over the Increase or Decrease Arrows to display the % from the previous price.

Here is what the label and description would look like with the description allowing 255 characters:

Front of House
Here is what the description would look like at the max number of characters. It does not take away from the photo; there is a pop up that appears over the photo when a user mouses over it but when they lower their mouse the box goes away. Transparency...

And here is one with just the label. As I mentioned in the description they both only appear when you mouse over the image:

Master Bathroom

Paragon v5.72 Release Enhancements_P100 (August 2019)

Automated Valuations

Action Item: Verify AVM setup

To integrate more data analytics into Paragon, Paragon Connect, and Collaboration Center, we are introducing Automated Valuations from Black Knight, RPR, and Zillow. Automated Valuations are estimated market values based on mathematical modeling of a property's value at a specific point in time based on comparable properties and other available data. The AVMs will be available in the following three areas:

1. The Property Detail Report in Paragon Connect and Collaboration Center
2. The Map Panel for Listings and Parcels in Paragon
3. The CMA Comparable Price Analysis Report in Paragon

The AVMs can be enabled/disabled at the MLS and Board levels by Black Knight. Once they are enabled, Agents will see a new User Preference for the Collab Center called Automated Valuations. This will give agents the ability to disable the AVMs so that they do not appear in the Collaboration Center.

NOTE: The new data and analytics that we are adding to Paragon including AVMs are provided as a courtesy to customers that license BK Public Record Data, either through Paragon Tax and CRS. If your MLS does not use Paragon Tax or CRS then please contact your Sales Representative to discuss options for enabling these new features in your Paragon system.

AVMs in Detail View of Collaboration Center and Paragon Connect

When enabled, a new "Valuations" tab will appear in the Detail View. Clicking on the tab will jump the user to the section of the report.
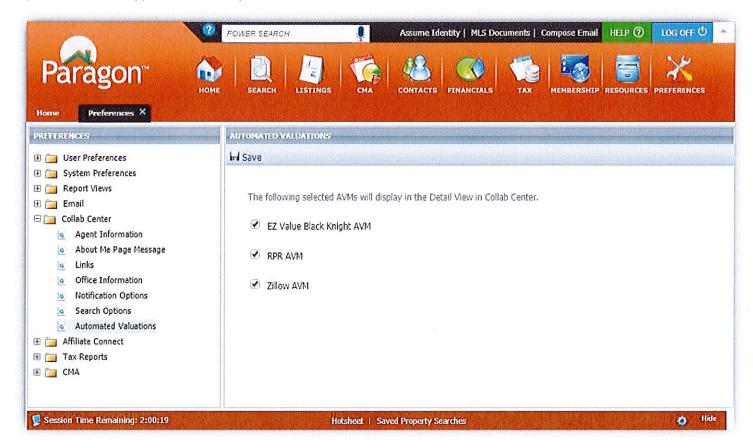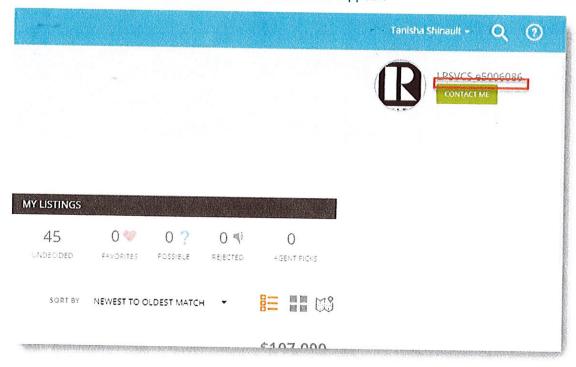
AVM User Preference setting

Agents can enable/disable the AVMs for the Collab Center from this new User Preference. If the MLS or Board does not have the AVMs enabled, this user preference will not appear. If the MLS or Board only enable one or two of the AVMs, only those AMS will appear in the user preference.

If there is no value on the agent record the label will *not* appear:

Paragon v5.69 Release Enhancements_V3

CMA – Calculated Auto Adjustments for Numeric and Feature Fields

This enhancement allows each user to create and save adjustment values to current system fields (numeric and features only) that can be applied to CMA comparables and automatically calculated based on field values. Feature fields and Numeric fields can be added to the Calculated Adjustments table. When applied to comps in CMA with the Calc Adjust button, the adjustment value is added to each comp, and the total adjustment for that field on each comp is automatically calculated based upon the value in each comp listing compared to the Subject Property value.

- **Action Item:** Users can customize the selected fields and values in Preferences > CMA > Adjustments > Calculated Adjustments. **MLS should select which Numeric fields will be available by selecting the CMA Auto Adjustable Checkbox at the bottom of the field setup screen.**

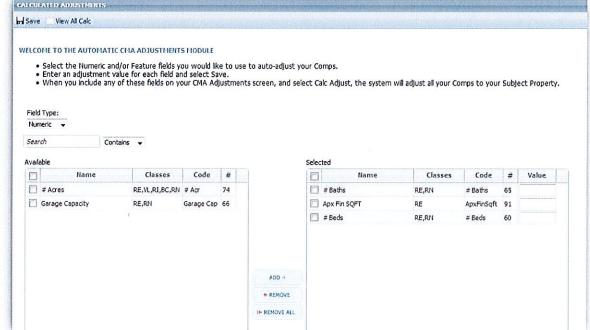*Figure 1, Preferences > CMA > Calculated Adjustments > Numeric fields*

Figure 2 - Fields > Select Numeric Field> CMA Auto Adjustable Checkbox

Paragon v5.69 Release Enhancements_V3

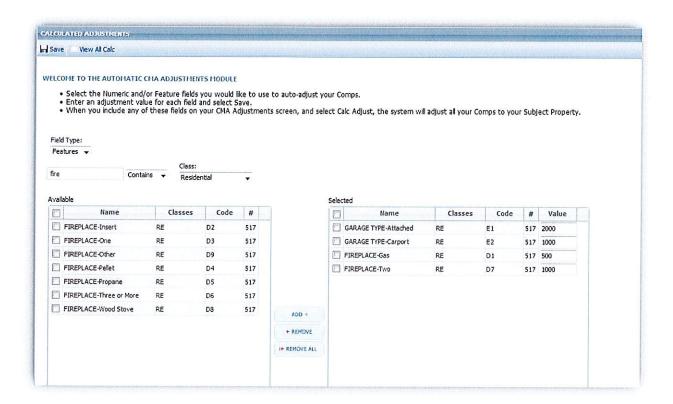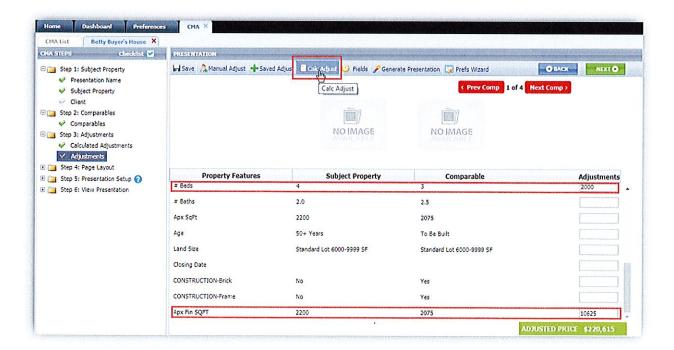*Figure 2, Preferences > CMA > Calculated Adjustments > Feature fields*

Figure 3, Calculated Adjustments applied to CMA Comps