

# Status Change Input Sheet for All Properties

**DO NOT** fax or send a copy of this form to Georgia MLS, unless requested by the Service. This form is intended for your internal use only.

## General Information Section

**Date:** \_\_\_\_\_ **Company Name:** \_\_\_\_\_  
**GAMLS#:** \_\_\_\_\_ **Broker Code:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
 \_\_\_\_\_ **Fax:** \_\_\_\_\_

This addendum becomes part of the Exclusive Right to Sell Listing Contract between (Company Name) \_\_\_\_\_, (Broker) \_\_\_\_\_ and (Owner(s)) \_\_\_\_\_ and said provisions shall supersede any provisions of like or contradictory intent within the original contract.

## Seller Authorized Changes to Fields

**Change List Price**

List Price<sup>R</sup> | \_\_\_\_\_ |

**Extend Expire Date**

Expire Date<sup>R</sup> | \_\_\_\_/\_\_\_\_/\_\_\_\_ |

**Put Listing Back on Market**

Return to Market Date<sup>R</sup> | \_\_\_\_/\_\_\_\_/\_\_\_\_ |

**Change Commission to Selling Broker**

Commission<sup>R</sup>

Commission to selling broker must be expressed as a percentage OR whole dollar amount. Choose one.

ComPercent | \_\_\_\_ . \_\_\_\_ %    **-OR-**    ComDollar \$ | \_\_\_\_\_ |

Owner's Signature Required

Broker's Signature Required

## Change to Contingent w/ Kickout

Selling Agent ID<sup>R</sup> | \_\_\_\_\_ |      Off Market Date<sup>R</sup> | \_\_\_\_/\_\_\_\_/\_\_\_\_ |  
 Selling Broker Code<sup>R</sup> | \_\_\_\_\_ |      Projected Closing Date<sup>R</sup> | \_\_\_\_/\_\_\_\_/\_\_\_\_ |

## Change to Pending Approval

Pending Approval Date<sup>R</sup> | \_\_\_\_/\_\_\_\_/\_\_\_\_ |

## Change to: Under Contract    Lease Purchase (please check one)

Off Market Date<sup>R</sup> | \_\_\_\_/\_\_\_\_/\_\_\_\_ |      Selling Broker Code<sup>R</sup> | \_\_\_\_\_ |      Due Diligence Date<sup>R</sup> | \_\_\_\_/\_\_\_\_/\_\_\_\_ |  
 Selling Agent ID<sup>R</sup> | \_\_\_\_\_ |      Projected Closing Date<sup>R</sup> | \_\_\_\_/\_\_\_\_/\_\_\_\_ |

## Change to Sold

Sales Price<sup>R</sup> | \_\_\_\_\_ |      Seller's Contribution<sup>R</sup> | \_\_\_\_\_ |  
 Closing Date<sup>R</sup> | \_\_\_\_/\_\_\_\_/\_\_\_\_ |      Finance Code<sup>R</sup> | \_\_\_\_ |

- Finance Codes**
- |           |           |            |
|-----------|-----------|------------|
| 1 - CASH  | 7 - ASM   | 13 - OTHER |
| 2 - CNV95 | 8 - OWNR  | 14 - FMHA  |
| 3 - CNV90 | 9 - URFA  | 15 - FLB   |
| 4 - CNV80 | 10 - GRFA | 16 - EXCH  |
| 5 - FHA   | 11 - BOND | 17 - FNMA  |
| 6 - VA    | 12 - WRAP | 18 - SBA   |

## Change Rental Listing to Rented/Leased

Lease Term<sup>R</sup> | \_\_\_\_ |      Rental Price<sup>R</sup> | \_\_\_\_\_ |      Off Market Date<sup>R</sup> | \_\_\_\_/\_\_\_\_/\_\_\_\_ |  
 Rental Start Date<sup>R</sup> | \_\_\_\_/\_\_\_\_/\_\_\_\_ |      Fee Paid<sup>R</sup> | \_\_\_\_ |      Rental Concession<sup>R</sup> | \_\_\_\_\_ |

## Change Rental Listing to Unavailable

Off Market Date<sup>R</sup> | \_\_\_\_/\_\_\_\_/\_\_\_\_ |