



Seller’s Authorization to Delay Showings from Multiple Listing Service Inc.

**Delayed means no showings, including but not limited to agent previews, broker opens or public showings, until it becomes Active upon the Start Showing Date. It must be seller-directed and not agent counseled. Delayed status is not intended as a business model for agents or as a way to circumvent MLS policies or rules.*

Property Address (Please print clearly): _____

Municipality: _____ Zip Code: _____

Purpose of Delayed Status

While most sellers want rapid exposure of their home in order to encourage all possible buyers, the purpose of using the Delayed status in the Multiple Listing Service is to **give Sellers time to prepare their home for sale prior to showings beginning on the property.**

During the time a listing is in Delayed status, agents may advertise and market (except for conducting showings) the listing in a manner consistent with their marketing strategy, with the following understanding:

Seller Acknowledgment (Initial Each)

_____ **Seller Initials:** A listing can be delayed from the MLS for a maximum of **21 days** from the start of the Term of Contract as indicated on the Listing Agreement. Once the start date is set, it **cannot be moved earlier**; however, it may be extended to a later date if circumstances change. **Sellers are strongly encouraged to select an earlier start date for flexibility.**

_____ **Seller Initials:** Listings entered as Delayed are searchable by MLS members and can be manually emailed to potential buyers.

_____ **Seller Initials:** While a listing is in the Delayed Status, **showings of any kind are not allowed.** This includes showings to members of the public, agents, brokers or inspectors.

_____ **Seller Initials:** Days on Market begin the first day that the listing goes Active.

_____ **Seller Initials:** Once a listing goes **Active** on the **Start Showing Date**, the property must be immediately available for showings. **Additional status changes cannot occur until the listing is Active. This includes expiring the listing.**

_____ **Seller Initials:** The MLS will not transmit information about the Property to third-party websites during the Delayed period. Delayed listings, however, may be displayed with listing broker consent or accessed through password-protected Virtual Office Websites (VOW).

Confirmation of Seller’s Intent

I understand showings will not begin on my property until: _____ (insert Start Showing Date)

To extend the date (not beyond 21 days), a revised form with seller's approval must be uploaded, and Metro MLS must be notified immediately at 414-778-5400 ext. 2 or admin@metromls.com during business hours (8 a.m. to 5 p.m.).

By signing below, Seller(s) acknowledge that Seller has read, understands and wishes for their property to be delayed until the agreed upon Start Showing Date.

Seller Signature: _____ Date: _____

Seller Signature: _____ Date: _____

Listing Agent Signature: _____ Date: _____

Note: Listing agents MUST upload this document either as the first page, signed by the Seller(s), along with the listing contract, or under the “Delayed Form” document type while still uploading the listing contract. This is required for all properties being entered as Delayed status at the time of entry into Flexmls.