RMLS™ 2015/2016 Forms Change Summary

The Forms Committee, which is comprised of volunteer REALTOR® subscribers, recommended the following changes to the Listing Input Forms and Listing Contracts. The new forms, which were approved by the Board of Directors, have been posted on RMLS*web* in the Forms & Documents menu under Toolkit. **These changes were released on June 7th, 2017.**

LIST OF CHANGES		
Field	**Description**	**Category/Supp.**
Legal Description	Increased field length from 52 to 65 characters.	RES, MUL, COM, LSE
Condo Unit Location	Added new option: DETACHD (Detached Condo)	RES
Property Type	Added new option: CO-OPHS (Co-op Housing) TOWNHSE (Townhouse)	RES
Map Coordinate Map Page Map Column Map Row	These fields will be removed from Listing Load, reports and searches.	ALL
Style	Added new option: NWCONT (NW Contemporary) Option change: MEDIT (Mediterranean) is now MED/SPAN (Mediterranean/ Mission/ Spanish)	RES
Garage Description	Added new option: TUCKUNDR (Tuck-Under)	RES
Parking	Added new option: SECURED (Secured)	RES
RV Description	Added new unrequired field to denote RV features (up to three selections allowed): RV-PARK (RV-Parking) RV-HKUP (RV-Hookup) RV-GAR (RV-Garage) Option change: PUD (Planned Unit Development) is now PLNCOMM (Planned Community)	RES
Home Warranty Y/N	The field is renamed to "Warranty?" with the following options: HOME (Home Warranty) BUILDER (Builder Warranty) Listings that previously showed Home Warranty=Y will now appear as Warranty=HOME	RES
Additional Room Description (1-3)	Added new option: LAUNDRY (Laundry)	RES
Room Features	Added option: EXTDOOR (Exterior Door)	RES
Exterior Features	Added new options: CKNCOOP (Chicken Coop) RAISDBD (Raised Beds) STRMMGT (On Site Stormwater Management)	RES
Interior Features	Added new option: HDWDENG (Engineered Hardwood)	RES

LIST OF CHANGES, CONT.		
Field	**Description**	**Category/Supp.**
Special Assessment Balance	Field now accepts two decimal values.	RES
HOA/Space Rent/Slip Rent Includes & HOA Includes	Added new option: UNKNOWN (Unknown)	RES, LND
Co-List Agent Email	A new unrequired field to denote the email of the co-listing agent.	ALL
Possession	Added new option: RNTBACK (Rent Back) Removed options: 30-60DA (30 - 60 Days) 60-90DA (60 - 90 Days) >90DA (90 Days or more) ROD+1 (Deed Recording + 1 Day)	ALL except Commercial Lease
Occupied By	Added new option: CALL-LA (Call Listing Broker)	RES
Owner Name	Owner name field will now denote a single owner name. A second owner would be denoted in the new "Owner Name 2" field.	
Owner Name 2	A new unrequired field to denote the name of the second owner.	ALL
Owner Phone	This field is renamed to "1st Contact"	RES
Tenant Phone	This field is renamed to "2nd Contact"	RES
Showing Instructions	Added new options: CALLCOLA (Call Co-Listing Agent) TXT-COLA (Text Co-Listing Agent) CBSCODE (Call Before Showing Code) Removed option: PROPOSD (Proposed)	ALL
Lot Size	This field is now required.	MUL
Utilities Included	Added new option: LNDSCPG (Landscaping)	MUL
VALIDATION		
HOA/Space Rent/Slip Rent Includes & HOA Includes	Field becomes required when HOA Y/N=Yes	RES, LND
Acres	When Property Type=IN-PARK is selected the Acres field becomes blank and is uneditable.	RES
Occupied By	When Year Built Description=NEW, PROPOSD or UNDRCON then Occupied By=OWNER and TENANT are not available.	RES
IN-PROGRESS LISTINGS		
Co-Listing Agent	Co-listing agents will have the ability to edit and publish in-progress listings where the listing agent has granted permission within the in-progress listing.	ALL

LIST OF CHANGES, CONT.		
Field	**Description**	**Category/Supp.**
LISTING CONTRACT		
Signature Section	Added new field(s) to show the broker's license number, brokerage license number and seller's/lessor's email address.	Oregon, Washington and Commercial Lease Listing Contracts
Section 3 – Right to Compensation	Removed language regarding procuring cause from the Right to Compensation section of the listing contracts including some general housekeeping.	Oregon, Washington and Commercial Lease Listing Contracts
SUPPLEMENT: AUCTION		
Assessed Value	Increased length of field from 7 to 8.	Auction
Published Minimum Bid	Increased length of field from 7 to 8.	Auction
SUPPLEMENT: ADDITIONAL STRUCTURE(S)		
Number of Stalls	Added a new unrequired field to denote the number of stalls on the property.	Additional Structure(s)
SUPPLEMENT: AMENITIES		
Additional Square Footage Description	In the RESIDENTIAL ONLY section a new unrequired field was added to describe additional square footage.	Amenities
Additional Room Description (4-6)	Added new option: LAUNDRY (Laundry)	Amenities
Room Features	Added option: EXTDOOR (Exterior Door)	Amenities
Approx. Distance From: Public Horse Trail	Added a new unrequired field with the options: IN1/4MI (Within 1/4 Mile) IN1/2MI (Within 1/2 Mile) IN3/4MI (Within 3/4 Mile) IN1MI (Within 1 Mile) IN1MI+ (More than 1 Mile)	Amenities
SUPPLEMENT: CONDO		
Condo Association Name	This field is now required.	Condo
Condo Association Contact	This field is now required.	Condo
Is there a Rent Cap? Y/N	Added a new field to denote if there is a rent cap.	Condo
Parking Space Number/ID	This field is renamed to "1st Parking Space Number/ID".	Condo
Deeded Parking Tax	This field is renamed to "1st Deeded Parking Tax".	Condo
2nd Parking Space Number/ID	Added a new unrequired field to denote 2nd parking space number/ID.	Condo
2nd Deeded Parking Tax	Added a new unrequired field to denote tax for 2nd deeded parking space.	Condo
Tandem Parking? Y/N	Added a new unrequired field to denote if parking was tandem.	Condo

LIST OF CHANGES, CONT.		
Field	**Description**	**Category/Supp.**
SUPPLEMENT: FARM AND RANCHES		
Number of Stalls	Added a new unrequired field to denote the number of stalls on the property.	Farm and Ranches
SUPPLEMENT: FLOATING HOME		
NEW Supplement: Floating Home	This new supplement describes aspects of the floating home. This supplement will be available when Property Type=FLTHOME	Floating Home
Moorage Name	Added a new field to denote the name of the moorage. This is a 35-character unrequired field.	Floating Home
Moorage Address	Added a new field to denote the address of the moorage. This is a 70-character unrequired field.	Floating Home
Moorage Phone	Added a new unrequired field to denote the phone number of the moorage.	Floating Home
VIN/Title #	Added a new field to denote the VIN/Title # of the property. This is a 25-character unrequired field.	Floating Home
Personal Property Tax ID	Added a new field to denote the personal property tax ID. This is a 25-character unrequired field.	Floating Home
Slip Rent Paid	Added a new field denote the slip rent paid. This is a six-digit unrequired field.	Floating Home
Slip Rent Paid Frequency	Added a new unrequired field to denote the frequency of slip rent paid (up to 1 selection allowed): MO (Monthly) YR (Annually) QTR (Quarterly)	Floating Home
Slip Dues	Added a new field to denote the amount of slip dues. This is a 4-digit unrequired field.	Floating Home
Slip Dues Frequency	Added a new unrequired field to denote the frequency of slip dues (up to 1 selection allowed): 1-TIME (One Time) MO (Monthly) QTR (Quarterly) 6MO (6 Months) YR (Yearly)	Floating Home
Slip Size Length	Added a new field to denote the length of the slip. This is a 3-digit unrequired field.	Floating Home
Slip Size Width	Added a new field to denote the width of the slip. This is a 3-digit unrequired field.	Floating Home
Boat Dock? Y/N	Added a new unrequired Y/N field to indicate if there is a boat dock.	Floating Home

LIST OF CHANGES, CONT.		
Field	**Description**	**Category/Supp.**
Boat Dock Desc	If Boat Dock=Yes then a new unrequired field to describe location of boat dock is available (up to one selection allowed): FRONT (Front) BACK (Back) SIDE (Side) OTHER (Other)	Floating Home
Size of Boat Slip	Added a new field to describe the size of the boat slip. This is a 20-character unrequired field.	Floating Home
Size of Boat	Added a new field to describe the size of the boat. This is a 20-character unrequired field.	Floating Home
Slip Location in Moorage	Added a new field to describe the location of the slip within the moorage. This is a 20-character unrequired field.	Floating Home
Floatation	Added a new unrequired field to describe type of floatation (up to 2 selections allowed): CONCRET (Concrete) BARGE (Barge) LOGSTLSTR (Log and Steel Stringer) LOGSTRGR (Log and Stringer) STELGRID (Steel Grid) NONE (None) OTHER (Other)	Floating Home
Slip Description	Added a new unrequired field to denote the description of the slip (up to 2 selections allowed): NEARRAMP (Close to Ramp) DEEPWTR (Deep Water) INSIDE (Inside) OUTSIDE (Outside) NONE (None) OTHER (Other)	Floating Home
Distance from Ramp?	Added a new field to describe the distance from ramp. This is a 10-character unrequired field.	Floating Home
Slip Only? Y/N	Added a new unrequired Y/N field to denote if the listing is for the slip only.	Floating Home
Slip Included? Y/N	This field moved from the Amenities Supplement to Floating Home Supplement.	Floating Home
Slip Ownership	This field moved from the Amenities Supplement to Floating Home Supplement and was renamed to "Slip Owned? Y/N".	Floating Home
Slip #	Added a new field to denote the slip number. This field is a 5-character unrequired field.	Floating Home
Short Term Rental Allowed? Y/N	Added a new unrequired Y/N field to indicate if short term rentals are allowed.	Floating Home
Rental Allowed? Y/N	Added a new unrequired Y/N field to indicate if rentals are allowed.	Floating Home

LIST OF CHANGES, CONT.		
Field	**Description**	**Category/Supp.**
Pets Allowed? Y/N	Added a new unrequired Y/N field to indicate if pets are allowed.	Floating Home
Accessible Utilities	Added a new unrequired field to denote types of utilities that are accessible (up to 8 selections allowed): CABLETV (Cable TV) ELECT (Electricity) GAS (Gas) GARBAGE (Garbage) HEAT (Heat) LNDSCAP (Landscaping) SEWER (Sewer) WATER (Water) NONE (None)	Floating Home
Floating Home Public Remarks	Added a new unrequired 250-character public remarks field.	Floating Home
SUPPLEMENT: GREEN / ENERGY		
Energy Efficiency	Added new options: CARCHRDY (Car Charging Station Ready) CARCH (Car Charging Station) SOL-RDY (Solar Ready)	Green / Energy
Home Energy Performance Rating Type and Green Certification	Fields are combined into a new "Green Verification Type" field. Up to 2 selections are allowed. Listings that have a Home Energy Performance Rating or a Green Certification will now appear in the Green Verification Type field.	Green / Energy
Green Verification Type	Removed an option: LEEDEXT (LEED Existing)	Green / Energy
Green Verification Type: LEEDNEW	This option will now appear as LEEDHMS (Leed Homes).	Green / Energy
Green Verification Obtained	The option IN-PROCESS will now appear as PRELIM (Preliminary). The option PASSED will now appear as CERTIFIED (Certified).	Green / Energy
SUPPLEMENT: NON-OWNER OCCUPANT		
NEW Supplement: Non-Owner Occupant	This new supplement describes aspects of the arrangement with the non-owner occupant. The supplement will be available when a) Occupied By=TENANT or b) Rent, If Rent >=1	Non-Owner Occupant
Rental Permitted? Y/N	Added a new unrequired Y/N field to denote if property can be used as a rental.	Non-Owner Occupant

LIST OF CHANGES, CONT.		
Field	**Description**	**Category/Supp.**
Rental Restriction Description	Added a new unrequired field to describe any type of rental restrictions.	Non-Owner Occupant
Rent Type	Added a new unrequired field to denote type of lease: MO-T-MO (Month-To-Month) LEASED (Leased)	Non-Owner Occupant
Lease Expiration	When Rent Type=LEASE then a new required field "Lease Expiration" appears and indicates the expiration date (MM/DD/YYYY) of the lease.	Non-Owner Occupant
Buyer Must Accept Tenant at Closing? Y/N	Added a new unrequired Y/N field to denote if buyer must accept tenant at closing.	Non-Owner Occupant
Utilities Included	Added a new unrequired field to denote types of utilities included (up to 7 selections allowed): CABLETV (Cable TV) ELECT (Elect) GAS (Gas) GARBAGE (Garbage) HEAT (Heat) LNDSCAP (Landscaping) NONE (None) SEWER (Sewer) WATER (Water)	Non-Owner Occupant
Furnished?	Added a new unrequired field to denote type of furnishings included (up to 1 selection allowed): FURNSHD (Furnished) UNFURNS (Unfurnished) PRTFURN (Partially Furnished)	Non-Owner Occupant
Pets Allowed? Y/N	Added a new unrequired field to denote if pets are allowed.	Non-Owner Occupant
Pet Policies	Added a new unrequired field to denote pet policies when Pets Allowed=Y.	Non-Owner Occupant
Entry Location	Added a new unrequired field to denote location of entry into rental (up to 1 selection allowed): GNDWSTP (Ground Level With Steps) GNDWOSTP(Ground Level Without Steps) MID-LVL (Mid Level) TOP-LVL (Top Level)	Non-Owner Occupant
Non-Owner Occupant Public Remarks	Added a new unrequired public remarks field.	Non-Owner Occupant

LIST OF CHANGES, CONT.		
Field	**Description**	**Category/Supp.**
SUPPLEMENT: TOWNHOUSE / PLANNED COMMUNITY		
NEW Supplement: Townhouse/Planned Community	This new supplement describes aspects of the townhouse/ planned community. The supplement will be available when a) Property Type=ATTACHD, PLNCOMM, or TOWNHSE or b) HOA=Y and Property Type is not CONDO	Townhouse / Planned Community
HOA Status	Added a new required field to denote the status of the HOA (up to 1 selection allowed): ACTIVE (Active) INACTIVE (In-Active) UNKNOWN (Unknown)	Townhouse / Planned Community
Pending HOA Litigation? Y/N	Added a new required Y/N field to denote if there is pending HOA litigation. This is a private field.	Townhouse / Planned Community
HOA Address	Added new required 70-character field that denotes the address of the HOA.	Townhouse / Planned Community
HOA Name	This field moved from the Amenities Supplement to this supplement. This field is now required.	Townhouse / Planned Community
HOA Email	This field moved from the Amenities Supplement to this supplement. This field is now required.	Townhouse / Planned Community
HOA Phone	This field moved from the Amenities Supplement to this supplement. This field is now required.	Townhouse / Planned Community
HOA URL	This field moved from the Amenities Supplement to this supplement. This field is now required.	Townhouse / Planned Community
HOA Contact	Added a new required 30-character field to denote the name of the contact for the HOA.	Townhouse / Planned Community
Parking Space #/ID	Added a new unrequired 10-character field to denote the #/ID of the parking space.	Townhouse / Planned Community
Parking Space Owned? Y/N	Added a new unrequired Y/N field to denote if parking space is owned.	Townhouse / Planned Community
Townhouse/Planned Community Public Remarks	Added a new unrequired 250-character public remarks field.	Townhouse / Planned Community
SUPPLEMENT: WATER RIGHTS		
Water Source	Added new option: SPRING (Spring)	Water Rights

LIST OF CHANGES, CONT.		
Field	**Description**	**Category/Supp.**
ADVANCED SEARCH		
Advanced Search	Added "Additional Square Footage" as a new search field.	RES
Advanced Search	Added the ability to search by DOM for active status listings ACT, BMP and SSP.	ALL except Commercial Lease
Advanced Search	Created a new search field to identify listings with any RV features selected from the following fields: 1. RES: RV Description (new field) 2. RES: Garage Description=RV-PARK 3. RES: Exterior Features=RV-PARK or RV-HKUP 4. Additional Structures: Building Type=RV-GAR	RES
REPORTS		
Agent Only Reports: DOM	Displays value of DOM for active status listings (ACT, BMP and SSP) on agent only reports.	Agent Full Report Data Only Report Agent Unabbreviated
Client Full Report: Terms	The field label "Terms" is changed to "Terms Considered".	ALL except Commercial Lease
Reports	A flag will be added to reports to indicate that an open house has been scheduled.	ALL
Agent Showing Report	Added Legal Description and Neighborhood/Building fields to the report. Changed field label from "Dual Rate Comm" to "Total Comm Differs".	RES