



Change of Status to Temporarily Off-Market (TOM)

Today's Date: _____

MLS Number(s): _____

Address: _____

Listing Date: _____ Changed to TOM Date: _____

Listing Agent Name: _____ Listing Agent Signature: _____

Broker in Charge Name: _____ Broker in Charge Signature: _____

THIS FORM MUST BE SUBMITTED TO THE BSCMLS WITHIN 3 WEEKDAYS

- EXPOSURE TO BUYERS THROUGH THE BIG SKY COUNTRY MULTIPLE LISTING SERVICE:** the Big Sky Country Multiple Listing Service (BSCMLS) is the prevalent database of properties for sale in Southwest Montana. Property listings are disseminated to and accessible by all other real estate brokers/agents who are participants or subscribers to the MLS. Active listings on the MLS are syndicated to real estate search portals, such as Zillow, Realtor.com, Trulia, Homes.com, and participating brokerage websites. Listings in a TOM status are immediately removed from syndication and no longer visible to the general public.
- EXAMPLES OF APPROPRIATE USE OF THE TOM STATUS:** the Seller is unable or unwilling to allow showings; issues concerning the title of the property; property has been damaged and undergoing repairs; home improvements; or privacy concerns.
- ALL SHOWINGS ARE SUSPENDED:** the showing appointment prohibition applies to ALL MLS Participants and Subscribers, including those affiliated with the listing brokerage or firm. **This prohibition also extends to the Seller.** If a Temporarily Off-Market listing is shown by anyone, to anyone, the TOM status will be immediately revoked and the status in the MLS will be changed back to Active.
- MARKETING REGULATIONS:** all pre-existing public marketing prior to the status change may continue. Your yard sign does not need to be removed. However, no new public marketing may occur. Public marketing includes, but is not limited to, flyers displayed in windows, additional yard signs, digital marketing on public facing websites, brokerage website displays, digital communications marketing (email blasts), and applications available to the general public.

5. IMPACT OF EXCLUDING PROPERTY FROM INTERNET SYNDICATION:

Seller(s) must initial each of the following items.

- ____ | ____ Seller acknowledges that listings in a TOM status are not syndicated to the internet, nor are they sent to prospective buyers who are set up on automated emails through the BSCMLS.
- ____ | ____ Seller acknowledges that during the period in which the property is in a TOM status, under no circumstance will the property be shown to anyone, by anyone, including themselves.
- ____ | ____ Seller acknowledges the reduced exposure of their property to other real estate offices and prospective buyers may reduce the number of offers and adversely impact the price or terms the Seller receives.
- ____ | ____ Seller acknowledges the status of their listing may be changed back to "Active" at any time prior to the expiration date.
- ____ | ____ Seller acknowledges their listing will automatically expire on the expiration date if the property has not been reactivated in the MLS.

6. By signing below, Seller acknowledges they have read, understand, accept, and have received a copy of this authorization to temporarily remove the property from an active status in the BSC MLS.

Owner Name: _____ Owner Signature: _____ Date: _____

Owner Name: _____ Owner Signature: _____ Date: _____