

## EASIEST VIOLATION TO AVOID

The Estimated Closing Date (ECD) should indicate the date the property is expected to close. The ECD cannot be more than 30 days in the past.

- If the property has closed, update the status to Sold with the required selling information within seven (7) business days of the Closing. No documentation is required.
- If the property has not closed, update the ECD to a date in the future on which it is likely to close.
- Failure to update an Estimated Closing Date more than 30 days in the past will result in a fine of \$50.

## Set Up Email Alerts and Never Miss an Overdue Pending Again!

Under Admin, choose Email Alerts Setup. Choose Overdue Pending Listings and Save.

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## MLS OF GREATER CINCINNATI TUESDAY TIP 11/29/22