

# Coming Soon Authorization Form



Office Name: keller williams Realty Gold Coast Office City: Manhasset  
(Print)

Owner's Name: \_\_\_\_\_  
(Print)

Address: \_\_\_\_\_  
(Street) (Town) (Zip)

MLS # : \_\_\_\_\_ Listing Date \_\_\_\_\_

Coming Soon status indicates that the listing brokerage and the seller are preparing the property for sale before marketing as Active status. Coming Soon status is not intended to give the listing brokerage an advantage to the detriment of cooperating brokers, nor to circumvent the sale of the property on an open market. Properties in Coming Soon status on OneKey MLS may not be shown.

Listings in Coming Soon status automatically transition to Active status on the On Market Date, which cannot exceed 14 days from the listing date.

While a property is in OneKey MLS's Coming Soon status, showings of any kind are not allowed. This includes showing to members of the public, agents and brokers, including those from the listing broker's office.

Showing will not begin until \_\_\_\_\_.  
(insert On Market Date)

On the On Market Date, the listing will be changed to Active and the expectation is that it is available at that time for showings. If not, the listing must be changed to Temporarily Off the Market at which time the listing will no longer be accessible and taken off the market.

During the time a listing is in the Coming Soon status, the agent may advertise and market (except for conducting showings) the listing in a manner consistent with their marketing strategy.

All displays of Coming Soon listings must be stated as such and include the "On Market Date". For Sale signs must state "Coming Soon".

Listings entered as Coming Soon are searchable by members of the service and can be emailed to potential buyers.

The listing will be displayed on other brokers' websites as part of the IDX (Internet Data Exchange) program if the listing broker participates in the program.

The listing will be displayed on any OneKey MLS sites.

\_\_\_\_\_  
(Owner) (Owner) (Date)

Broker/Agent Name: \_\_\_\_\_

Broker/Agent Signature \_\_\_\_\_  
(Date)