REALTORS® Association of Northeast Wisconsin Multiple Listing Service

SELLER AUTHORIZATION TO DELAY SHOWINGS

The Listing Contract or Amendment shall include the date when showings will begin.

DO NOT email or upload the Listing Contract or amendment with this form.

Property Address: _____

Include the complete street address and municipality

Listing Firm Name and Office ID # _____

This form is used to document your decision, as the seller, to delay showings on your property.

To SELLERS: The Realtors Association of Northeast WI MLS, INC (RANW MLS) is, among other things, a means by which approximately 400 Realtor companies and over 2000 agents exchange information on properties they have listed for sale. Including a property in the MLS provides home sellers the widest possible exposure to prospective buyers and provides homebuyers with the greatest possible selection.

The member companies and their agents participating in the RANW MLS agree to submit their eligible listings for inclusion in the database within one (1) business day of marketing a property to the public or no later than midnight of the first (1st) business day after list date as indicated on the listing contract.

However, if Seller specifically requests that Showings of their property be delayed, the Seller must provide written direction below.

Seller(s) please "X", add date and initial the section that applies to your property listing below:

SELLER, *by initialing and signing this form to Delay Showing Property you acknowledge the following:*

☐ **Active Listing w/ Delayed Showing – *"Coming Soon"*** **Initials:**_____**Initials:** _____

I/We request my property to "Begin Showings" on the following date: _____

- Seller requests the listing be added to RANW MLS as an Active listing but with a **delayed start date** for showings.
- **This means that the property may not be shown by agents from the listing company or by any cooperating members in RANW MLS until the date specified on the form. This date may not be back dated. The date of "Begin Showing" will be shown in the MLS Public Remarks.** (This *includes virtual or in-person* open houses, agent previews & company tours).
- **Any showing of a property before the "Begin Showing Date" as indicated in MLS Remarks, could be a violation of RANW MLS policy, NAR Code of Ethics and possible Fair Housing Laws.**

The undersigned Seller(s) certify they have read and agree to the conditions outlined above.

(x) _____

Seller's Signature | Print Name Here | Date

(x) _____

Seller's Signature | Print Name Here | Date

(x) _____

Listing Agent Signature | Print Name Here | Date

This form must be uploaded to Paragon **Effective October 6, 2026**