



CHICAGO ASSOCIATION OF REALTORS®
Private Listing Status Authorization
 This Contract is Intended to be a Binding Real Estate Contract



1 **Brokerage:** _____ **Designated Agent:** _____
 2 **Seller(s):** _____
 3 **Listed Property:** _____

4 **1. Private Listing Status:** Brokerage subscribes to the Midwest Real Estate Data Multiple Listing Service (“MLS”). The MLS offers a
 5 private listing status. The private listing status is separate from the public MLS, into which brokerages and their affiliated brokers
 6 may elect to input a subset of the information about listings that would otherwise be submitted to the public MLS. MLS rules
 7 require that any listing utilizing any publicly accessible advertising, including print advertising, signage or internet, must be entered
 8 into the MLS either as a private listing within 24 hours of marketing, or as an active public listing within 48 hours of marketing the
 9 property. The information regarding private listings is accessible to all brokerages and their affiliated brokers who are participants
 10 in the MLS. In order to input and market private listings, brokerages and their affiliated brokers must follow all applicable MLS
 11 rules and regulations. Information about private listings will not be distributed publicly by the MLS, including those sites operated
 12 by other MLS participants as public facing websites or as virtual offices, or on websites operated by any other third party, such as
 13 publicly accessible national listing aggregation websites. This does not prohibit brokerages from directly placing listings on these
 14 same sites outside of the MLS.

15 While the use of private listings may lead to a sale or lease, marketing activities associated with private listings reach a limited pool
 16 of potential buyers and tenants. Seller hereby grants Brokerage the authority to list the Listed Property as a private listing and
 17 understands that such private listing will limit the scope of marketing for the Listed Property. Private listings are subject to the
 18 Illinois Real Estate License Act of 2000, as amended, and all applicable local, state or federal laws or regulations related to the
 19 marketing, sale, or lease of real estate, and require a valid signed exclusive brokerage agreement. Seller acknowledges that
 20 Brokerage has obligations under applicable rules and regulations as a condition of placing the Listed Property as a private listing.
 21 Seller further acknowledges that during the period during which the Listed Property remains a private listing, information about
 22 the Listed Property may not be transmitted through the MLS used by the public to search for property listings.

23 **2. Seller Directions.** Seller fully understands the differences between private listing status and active public status in the MLS, and
 24 authorizes Brokerage to place the Listed Property as a private listing in the MLS within 24 hours of public marketing
 25 **OR** on _____, 20__; and further directs Brokerage as follows: **[choose one]**

- 26 Do not submit the Listed Property to active public status in the MLS for a period of _____ calendar days from the
 27 commencement of this authorization.
- 28 Do not submit Listed Property to active public status in the MLS until _____(date).
- 29 Do not submit the Listed Property to active public status in the MLS until the following additional service(s) (e.g.
 30 virtual tours, professional photography, painting, staging, etc.) has been
 31 completed:_____
- 32 Do not submit Listed Property to active public status in the MLS during the entire listing period.
- 33 Do not submit Listed Property to active public status in the MLS until given further written notice.

34 Further Direction:
 35 **[choose one]** [Show] **OR** [Do Not Show] the Listed Property to prospective buyers, tenants and/or their brokers.
 36 **[choose one]** [Share] **OR** [Do Not Share] the Listed Property information with prospective buyers, tenants and/or
 37 their brokers.

38 **3. Brokerage Duties:** While information about private listings or active public listings may be accessible at all times to MLS
 39 participants, Brokerage remains responsible for the marketing of the Listed Property including, among other things, arranging for
 40 showings of the Listed Property according to directions from Seller. Whether or not the Listed Property is input into the MLS as a
 41 private listing or active public listing, Brokerage will be responsible for providing to the Seller the minimum services required by
 42 state and federal law.

43 **4. REALTOR® Code of Ethics:** As members of the National Association of REALTORS® (“NAR”), Brokerage and all REALTOR® MLS
44 participants agree to abide by NAR’s Code of Ethics, which includes a duty to cooperate with other brokers when in the best interest
45 of the client, and by making the Listed Property available for showings to prospective buyers and tenants. REALTORS® also adhere
46 to strict NAR guidelines for the presentation and negotiation of contracts, thus furthering the interest of both the Seller and the
47 public.

48 **5. Fair Housing.** Seller’s decision to exclude the Listed Property from active public status in the MLS is based upon reasons other
49 than an unlawful refusal or reluctance to show, negotiate, sell or rent the Listed Property to someone on the basis of race, color,
50 religion, national origin, sex, ancestry, age, order of protection status, marital status, physical or mental disability, military status,
51 sexual orientation, familial status, gender identity, or any other class protected by Article 3 of the Illinois Human Rights Act, the
52 Fair Housing Act, or any other federal, state, or local law that prohibits discrimination. Seller acknowledges the obligation to be
53 bound by all applicable provisions of federal, state, and local human rights or fair housing laws, and agrees to comply with same.

54 By signing below, Seller acknowledges that Seller has read, understands, accepts the terms of this private listing status
55 authorization form and authorizes Brokerage to share Listed Property information.

56 _____
57 Seller Signature Date

Designated Managing Broker Signature Date

58 _____
59 Seller Name (print)

Designated Managing Broker Name (print)

60 _____
61 Seller Signature Date

62 _____
63 Seller Name (print)