

Please find the full version of the CHS Regional MLS Rules and Regulations at CHSMLS.com/governance

Undocumented Listing Entry	entering a listing into MLS without a listing agreement	\$1,500
Inaccurate Information	2 business days to correct after notice by MLS Staff	\$125
Misrepresentation of Status	misuse of the Coming Soon status or incorrect status	\$250
Misrepresentation of Sold	5 business days to report closed sales	\$250
Contact Info in Public Areas	names, phone #'s, or emails entered into public areas	\$250
Contact or Open House	“contact listing agent” or open house details in public areas	\$50
Directions	must be to listing address	\$50
Website Links	any web link entered anywhere other than in Agent Notes	\$250
Late Photo Entry	5 business days to enter at least 1 photo, including front	\$50
Photo Content	no people, logos, offensive photos	\$50
Potential Financing	in dedicated fields and Agent Notes only	\$50
Property Condition Disclosure	5 business days to enter	\$50
Lead Based Paint Disclosure	5 business days to enter	\$50
Access Sharing	MLS credentials, SentriKey app, SentriCard or SentriCard pin	\$1,000
Office Exclusive	2 business days to file Office Exclusive form with MLS	\$250
Showings	must be available to show upon Active status entry • warning email with one business day to be in compliance • \$150/day that the listing remains out of compliance	
NAR's Clear Cooperation 8.0	listings must be submitted to the CHS MLS within one business day of public marketing. Listings that are verified as out of compliance will be subject to the following: • \$500 fine upon confirmation of the violation by MLS staff • Additional \$250 fine per business day that it remains out of compliance	
Compensation Information in MLS	no compensation information is allowed in the MLS in any field or content. If found, the content will be removed from the listing by MLS staff and the Participant will be fined \$500 for the first offense and \$750 for the second .	
No Buyer Broker Agreement	if you do not complete a buyer broker agreement prior to a home tour, the MLS Participant will be fined \$500 for the first offense and \$750 for the second .	

As a member of CHS Regional MLS, it is your duty to be familiar with the Rules & Regulations. This includes the Penalties and Fines, Section 9.3. If you do receive a fine, you may appeal within **15 days** of the fine date. The appeal must be submitted on the CHS MLS Appeal Form and sent to Appeals@CharlestonRealtors.com.

Prior to adding your listing, if you are in doubt on any finable detail, please contact your Broker-in-Charge or Support@CHSMLS.com. We would love to help you avoid a fine!