

**INDIANA REGIONAL MLS  
REGISTERED OFFICE EXCLUSIVE FORM**

Seller(s), and Managing Broker, along with Listing Agent, identified on the signature lines below, have entered into a Listing Contract with an effective date of \_\_\_\_\_ (start date) and ending on \_\_\_\_\_ (end date) for the real property located at \_\_\_\_\_ (property address, city, state, and zip).

**Seller(s) acknowledges that:**

1. Managing Broker and Listing Agent participate in Indiana Regional MLS (IRMLS) and are subject to IRMLS's rules, regulations, and policies.
2. Seller has instructed Managing Broker and Listing Agent to **not** disseminate Seller's property listing via IRMLS to other brokers and agents that participate in IRMLS, and that Seller's property listing should be an "Office Exclusive Listing."
3. Seller understands that by selecting an Office Exclusive listing that her/his property:
  - a. **Will not be searchable in the IRMLS database of properties for sale;**
  - b. **Will not be disseminated to over 7000 brokers and agents who subscribe to IRMLS;**
  - c. **Will not be included in IRMLS's outgoing data feeds to broker and agent websites (IDX) or to portal websites where consumers often search for real estate for sale (e.g. Zillow, Realtor.com, Homes.com etc.).**
4. By selecting an Office Exclusive listing, under IRMLS policy, Managing Broker and Listing Agent are not permitted to publicly market the property listing. Public marketing includes, but is not limited to, flyers distributed in windows, yard signs, digital marketing on public facing websites, brokerage website displays (including IDX and VOW), digital communications marketing (email blasts), multi-brokerage listing sharing networks, and applications available to the general public.
5. If the property listing is publicly marketed, then it must be submitted to IRMLS and disseminated to other IRMLS brokers and agents **within ONE (1) business day of any public marketing.**

**Seller(s) elects the following for the Office Exclusive Listing (choose one):**

\_\_\_ Seller authorizes Managing Broker and Listing Agent to submit data to MLS once property is sold

\_\_\_ Seller does NOT authorize Managing Broker and Listing Agent to submit data to MLS once property is sold

Sellers, Managing Broker, and Listing Agent acknowledge that the information contained on this form may be shared with Indiana Regional MLS staff and any of its association of REALTOR® members for compliance purposes. By signing this form, Managing Broker and Listing Agent acknowledge that they will comply with IRMLS rules, regulations, and policies and all parties agree to the terms and conditions described in this form.

\_\_\_\_\_  
Seller 1 Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Seller 2 Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Listing Agent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Managing Broker Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Company Name