

## **RECIPROCAL LISTING CHECKLIST**

ou are an out of area agent/broker and wish to submit a reciprocal listing into the California gional MLS (CRMLS), we'll need the following:
Completed Reciprocal Listing Input Form
Credit Card Payment Form
Letter of Good Standing from your Association or MLS
Minimum of one (1) photo emailed to MLS@ocar.org
Please submit to OC REALTORS® MLS Department: Fax: (949) 859-2278 -or-Email: MLS@ocrealtorsorg.
If you would like to pay by check, mail all materials to:
OC REALTORS® MLS Department 25552 La Paz Rd. Laguna Hills, CA 92653
Reciprocal Listing Packets will be processed within one (1) business day.
A maximum of 35 photos may be entered into the CRMLS.
If you need to change the status of your listing, please email, fax, or mail the <b>Listing Status / Change Form</b> , which can be found on our website at www.ocrealtors.org/listing-info.