

Matrix Updates

Commission Modified added to the Change to Sold form

Based on customer feedback and guidance from the Rules & Regulations committee, a new Commission Modified field is available on the Change to Sold input form.

- Providing information about adjusted commissions gives a more complete picture of the sold pricing information. This information will help appraisers when determining valuations, and other agents who use that listing for CMAs or other analysis.
- Commission Modified is required when changing a listing to Sold status. Agents will need to indicate if the commission was increased, decreased, or unchanged from the original information in the listing.
- If Decrease or Increase is selected, then Broker Closing Comments will become required. The agent should provide information about why and how the commission was modified.
- Commission Modified is included in the Sold section of the Full display for Sold status listings. It is also available for custom exports, single line displays, and as an additional search field.

The screenshot shows the 'Change to Sold' form with the following fields and options:

- Sold Price:** Input field with a help icon.
- Sold Date:** Input field with a help icon and a calendar icon.
- Buyer Broker Paid By:** Dropdown menu with 'Owner' selected.
- Sold Terms:** Dropdown menu with 'Cash' selected. Other options include 'Conventional', 'Exchange', and 'FHA'.
- Commission Modified:** Dropdown menu with 'Decrease', 'Increase', and 'N/A' options. This field is circled in green.
- Selling Agent ID (aka Buyers Agent):** Input field with a help icon and a 'Refresh' button.
- Co-Selling Agent ID:** Input field with a help icon and a 'Refresh' button.
- Selling Company Name:** Input field.
- Co-Selling Agent Name:** Input field.
- Co-Selling Company Name:** Input field.

Occupancy Date added to the Change to Leased form

Based on feedback from our Rental Committee, an Occupancy Date field is now available on the Change to Leased form.

- This optional field will allow agents to enter the date when the property will be occupied (and the landlord will begin collecting rent), even if the Lease is secured earlier.
- Rented Date should still be used as the date the lease is signed on the property, and the property is no longer available for rent.
- Occupancy Date is included on the Full display for Leased status listings and available for custom exports and single line displays.

The screenshot displays the 'Change to Leased' form for a property at 11 Rental Lane, Aurora, CO 80015. The form is divided into sections: 'Listing Information' and 'Change to Leased'. The 'Listing Information' section includes fields for MLS#, Status, Status Date, List Date, and Rental Price, along with the List Agent and List Office. The 'Change to Leased' section includes fields for Rented Price*, Listing Agent Paid By, Rented Date*, and Occupancy Date. The 'Occupancy Date' field is highlighted with a green circle.

+ Change to Leased		
Listing Information		
11 Rental Lane, Aurora, CO 80015		
MLS#:	8233489	List Agent: Dean Hinrichs
Status:	Leased	List Office: REcolorado Employee
Status Date:	06/18/2018	
List Date:	06/18/2018	
Rental Price:	\$1,000.00	
Change to Leased		
Rented Price*	Listing Agent Paid By	
<input type="text"/>	<input type="text"/>	
Rented Date*	Occupancy Date	
<input type="text"/>	<input type="text"/>	