

# CHANGE OF STATUS FORM

Agent Name: _____	List Firm: _____	Listing Address: _____
Agent Phone: _____	Firm Phone: _____	Original List Date: _____

c **EXTENSION:**                      c Back on Market: Status = Active(A)      c Extend while Contingent: Status = (K)      c Extend while Pending: Status = (P)

Current Expiration Date: \_\_\_\_\_ New Expiration Date: \_\_\_\_\_

c **PRICE CHANGE:**                      Current Price: \$ \_\_\_\_\_ New Price: \$ \_\_\_\_\_

c **MISCELLANEOUS:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

c **TRANSFER AGENT:**                      Current Agent Name: \_\_\_\_\_ New Agent Name: \_\_\_\_\_

Current Agent ID#: \_\_\_\_\_ New Agent ID#: \_\_\_\_\_

c **BACK ON MARKET:**                      Date Sale Fell Through: \_\_\_\_\_

c **CONTINGENT (Status = K):**                      Anticipated Closing Date: \_\_\_\_\_ Contract Dated: \_\_\_\_\_  
(NOTE: An extension is required if necessary to avoid the listing showing as expired if the closing date exceeds the expiration date.)

c **PENDING (Status = P):**                      Anticipated Closing Date: \_\_\_\_\_ Contract Dated: \_\_\_\_\_  
(NOTE: An extension is required if necessary to avoid the listing showing as expired if the closing date exceeds the expiration date.)

c **CLOSED (Status = C):**                      Before entering as sold, be sure that you have gone through the pending step first.

Sold Price: \$ \_\_\_\_\_

Sold Date: \_\_\_\_\_

Selling Agent: \_\_\_\_\_

Selling Office: \_\_\_\_\_

Buyer's Name: \_\_\_\_\_

Sold Terms

- c Assumption                      c VA
- c Conventional                      c CTM
- c Cash                                      c Seller
- c FHA                                      c Private

c **UNCONDITIONAL TERMINATION:**                      It is understood and agreed that listing is cancelled and all rights and obligations hereunder are terminated immediately.

c **WITHDRAWN:**                      Status = W; The property is being withdrawn from the market for the following reason(s): \_\_\_\_\_

It is understood and agreed that the purpose of this withdrawal notice is that this property is being removed from the market. If the property nevertheless should be sold within the period covered by the terms of the original listing agreement or any extension thereof, it is agreed that the undersigned will pay you a commission on such sale. If the property should again become available for sale within the period covered by the terms of the original listing agreement or any extension thereof, I will renew the listing agreement with you. This authorization, the receipt of which is hereby acknowledged, is hereby made a part of the original listing.

c **DELETE LISTING:**                      Delete this listing for the following reason. \_\_\_\_\_

Important Note!

Any change in price, terms, expiration date, and/or conditions to the listing agreement that affect its validity must be signed by the seller(s) and the listing broker.

Changes or corrections to the listing that do NOT affect its validity are to be signed by the listing broker only.

This form is to be used for extension prior to expiration. If notice of renewal is signed after expiration, then a new listing agreement is required.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date