

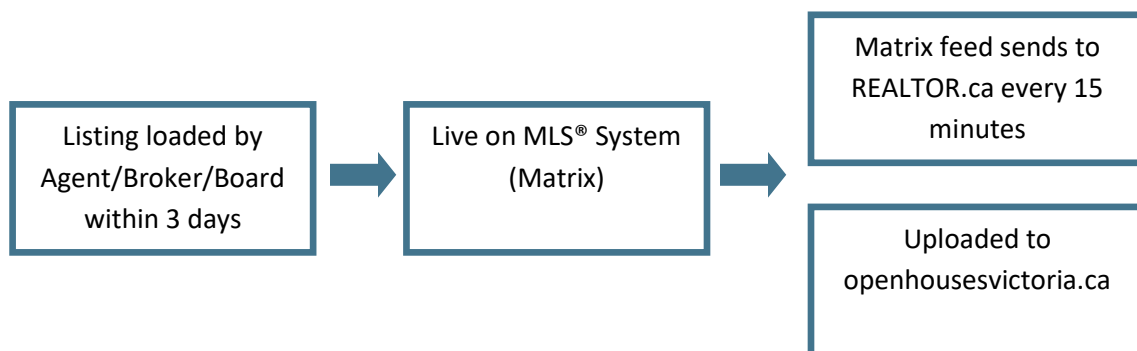
All About Listings

TIMELINES

24 HOURS**	To load Title, PDS, Strata Bylaws, Strata Plan and General Index (residential listings only)
3 DAYS*	To report a sale once all conditions have been removed
3 DAYS*	To load a new listing (based on the contract's 'effective date')
5 DAYS	To correct original price or commission (submit signed copy of contract to VREB for correction)
7 DAYS	To remove lockbox from property once status changes from current (to pending, expired, cancelled, etc.)
10 DAYS*	To reactivate listing once expired or cancelled
10 DAYS*	When re-listing a property, the same Title can be used if relisted within 10 days by original Listing Agent
40 DAYS	To appeal late submission/report of sale or infraction fines

**Based on working days (weekends and holidays excluded) with the exception of fee appeal.*

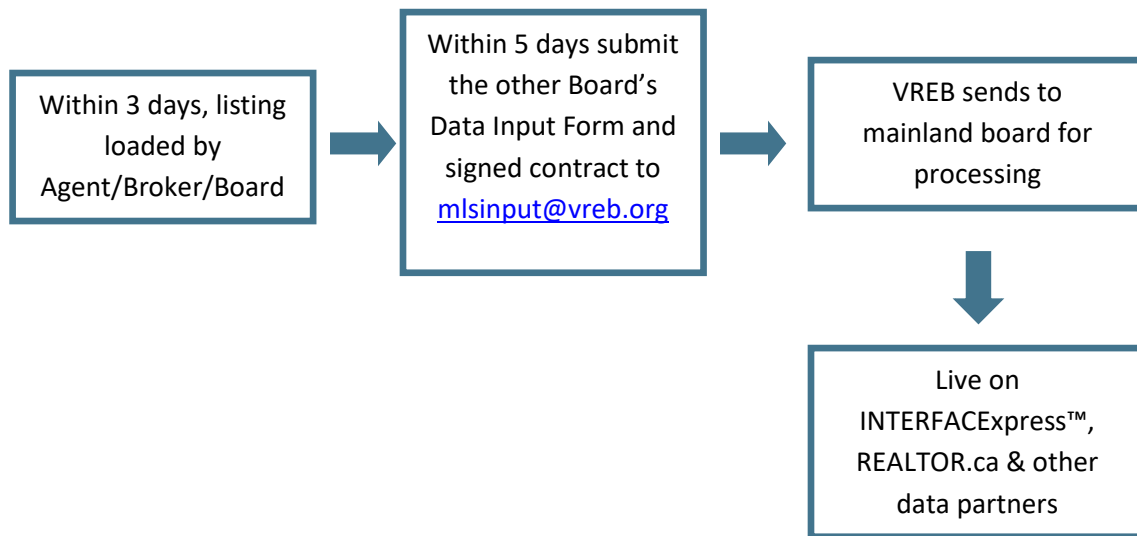
*** Titles cannot be more than 30 days from the listings effective date*



INTERBOARD OR COMMON MARKET AREA (CMA) LISTINGS

1. CMA = Shawnigan Lake, Mill Bay, Cobble Hill and Cowichan Station/Glenora
2. VIREB = Vancouver Island Real Estate Board, the other Board which jointly operates the MLS® System with VREB
3. Listings entered by VREB members in VIREB's jurisdiction and not in the CMA are subject to Interboard listing fees

PLEDGE OF COOPERATION LISTING (listing a property on another BC Board's MLS® system- other than VIREB)



Need to make changes to an Interboard listing?

Changes made on Matrix do not automatically populate into other Boards' systems. All changes need to be submitted to the VREB via the Change Order Form sent to mlsinput@vreb.org, who will then forward to the other Board.