

1. One way to get involved at GAAR is Political Advocacy. *What is the name of the federal political advocacy group that is funded by REALTOR® investments?*
2. One-member benefit is consumer outreach. In addition to the surveys and that NAR conducts that study the real estate industry. They also communicate the value of REALTORS® through consumer advertising campaigns. *What is the name of NAR's current consumer advertising campaign?*
3. GAAR communicates with members via email. *What is the name of the weekly newsletter that you will receive on Wednesday that communicates association news and updates?*
4. One GAAR member benefit is access to local vendors and companies that can help complement your business efforts. *Locate the website affiliate directory and name one affiliate member.*

**\*Included in the Course Materials. Visit [SWMLS.com/NMO](http://SWMLS.com/NMO)**

Property Types & Status	Listing Procedures	Do's & Don'ts	Photos	Showing Instructions	Marketing
A broker is listing a townhouse. It is attached to another unit by one wall. What property sub-type in the MLS would the broker assign to the townhome?	True or False: If you are marketing a property as "Coming Soon – No Showings" you must have the property listed in the MLS.	A broker has called your seller (who you have an active listing with) and says, "Hey, cancel your listing and list with me instead." Has an MLS violation taken place?	What is the minimum number of photos the MLS will require you to have uploaded for residential listings?	A listing broker and seller have asked for 2 hour notice to show a property. You ignore the instructions and show up at the property because you are in the area. Is this an MLS violation?	Can advertising comments such as "Call Sue, 505-555-1212, she's awesome!" be placed in public remark fields?
A broker is actively marketing a property for sale and allowing showings. What property status would they use?	True or False. You must disclose if NMGR is not being paid by the seller.	Your listing contract states you will modify your compensation in the event you represent both seller and buyer during a transaction. Would you indicate "Yes" or "No" on the Variable Rate Commission field when you input the listing?	Does this photo violate any MLS rules?	You forget to put the SUPRA lockbox serial number in the listing input field. Will you receive an MLS warning?	Is this property description a potential MLS <b>or</b> Fair Housing violation?
A broker has a manufactured home on a permanent foundation. What property sub-type would this property be listed?	You decide to list your UPC code for your new listing as "000000000" because you don't have time to research your listing information. Has an MLS violation occurred?	Your seller decides to offer a buyers broker a flat \$3,000 for the sale of their property. Is it acceptable to list compensation as a dollar amount?	Your seller wants you to have the listing on the MLS today, but your photographer has not delivered the photos to you yet. At your seller's request, you use the photos from the previous listing. What happens next?	Is the placement of the lockbox in this photo an MLS violation?	Identify what is wrong with these MLS Public Remarks:
A broker accidentally enters the Closing Price of their \$1,000,000 listing as \$100,000. Who is authorized to make that price change?	You have a listing that you want to show up on the MLS on July 1 <sup>st</sup> , but stay in Coming Soon until July 10 <sup>th</sup> . What should you list as your On Market Date?	You decide to give your FlexMLS password to your mom so she can spy on her neighbor who has their house for sale. Is this an MLS violation?	Does this photo violate any MLS Rules?	You don't have time to show a property to your client, so you allow them to use your SUPRA key access to look at the property. Has an MLS violation occurred?	You're having lunch with a friend from another brokerage. You tell them about this great listing you have coming that you just signed a listing agreement for, but it isn't in the MLS yet. What do you have to do now?
Name the 7 Property Types that are available in the MLS.	Your seller's home has been on the market for 95 days, and they want you to reset their Days on Market for them. How do you do that?	You decide to advertise to advertise another broker's listing on your neighborhood marketing flyer. Has an MLS violation occurred?	Does this photo violate any MLS Rules?	Your seller wants you to make a listing active on Wednesday, but not allow showings until after an open house on Saturday. Is this allowed?	Can you market your brokerage services to buyers as free?



**Area:** 741 - Belen  
**Property Sub-Type:** Attached  
**Build Description:**  
**Bedrooms:** 3  
**Possible Bedrooms:** 4  
**Baths(FTH):** 3 (2 1 0)  
**Stories:** 1  
**Builder:** the government  
**Faces:** Southeast  
**On Market Date:** 08/30/2013  
**Coming Soon End Date:** 08/30/2013  
**Expiration Date:** 10/31/2013  
**DOM:** 0 / CDOM: 0

**Age:** 1 - 3  
**Year Built:** 1976  
**Apx Structured SqFt:** 385  
**SqFt Source:** Broker  
**Price/SqFt:** 311.69  
**Lot SqFt:** 217,800,000  
**Lot Acres:** 5,000  
**Lot Size Source:** Broker  
**Garage Spaces:** 2  
**Carport Spaces:** 0  
**Elementary School:** Lew Wallace  
**Middle School:** Washington  
**High School:** Albuquerque  
**Offsite Built:** No

**Public Remarks:** Dark hole with lots of potential in a remote area. Beautiful and spacious home in a remote area. Not really sure how big it is, I was to scared to measure it. Remote, perfect for people who like peace and quiet. If you are hiding from someone, this might be a good place for you. Land is spacious and has lots of potential. Call Kellie at 555-1212 and I will show you how to get there. Showing are flexible, bring a lamp, its dark inside.

**LO/SO Remarks:** Seller has accepted offer. Square footage not verified, up to buyer to measure it. Sellers broker was too scared to go inside. Bring a lamp, its dark inside... Watch out for bugs... and maybe snakes..

Interior & Exterior Features	Room Details				Construction & Utilities
<b>Interior Features:</b> Built-In Bookcase; Cathedral Ceiling <b>Flooring:</b> Concrete; Stone <b>Fireplace:</b> Yes ( ) Gas Log; Wood Burning <b>MBR on Main:</b> Yes <b>Master Bath Desc:</b> None <b>Appliances:</b> Compactor; Dishwasher; Dryer; Washer <b>Exterior Features:</b> Deck; Fenced Backyard; Grill <b>Landscape:</b> <b>Private Pool:</b> Yes <b>General Access:</b> <b>Disability Access:</b> Unknown <b>Guard House/Service:</b> No <b>Garage Type:</b>	<b>Room Name</b> Living Room Kitchen Master Bedroom Bedroom 2 Bedroom 3 Bedroom 4 <b>Basement:</b> <b>Guest House:</b> <b>Sunroom:</b> Sunroom: No <b>Loft:</b>  Length: 0 Width: 0	<b>Length</b> 0 2 40 12 13 11	<b>Width</b> 0 20 3 8 9 7	<b>Level</b> Main Main Upper  	

**Directions:** google it, or you can call Kellie at 555-1212 and I'll give you directions. Look for the hole in the ground.

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