

FREQUENTLY ASKED QUESTIONS ABOUT MLS SYSTEMS IN NEW JERSEY & HOW THEY WORK

GENERAL INFO:

1. YOUR HOME WILL ONLY BE PLACED IN THE MLS SYSTEM FOR THE COUNTY YOUR HOME RESIDES IN.
2. ONLY AGENTS HAVE ACCESS TO THE MLS SYSTEMS, THE PUBLIC DOES NOT. YOUR LISTING WILL BE ON REALTOR.COM, THE NUMBER ONE SEARCH ENGINE FOR HOMES ON SALES ACROSS THE U.S. MOST MLS SYSTEMS HAVE THEIR OWN PUBLIC WEBSITE AS WELL, AND YOUR LISTING WILL APPEAR ON THEIR PUBLIC SITES.
3. **MLS.COM IS NOT THE MLS.** IT IS A GENERIC REALTY SITE OWNED BY SOMEONE WHO WAS SMART ENOUGH TO BUY THE DOMAIN NAME. PLEASE DON'T BOTHER WITH THIS SITE AS IT IS NOT THE MLS.
4. ALL MLS LISTING INFO IS PICKED UP FROM THE MLS SYSTEM AND ROLLS TO THE PUBLIC SITES. ALL CHANGES ARE MADE TO THE MLS ONLY AND THE CHANGES ROLL TO THE PUBLIC SITES. THIS CAN TAKE 1-3 DAYS FOR THE CHANGE TO BE PICKED UP. ALL CHANGES ARE INSTANT ON THE MLS AT THE TIME THEY ARE MADE.
5. WE DO NOT CHARGE FOR ANY CHANGES. ALL **CHANGES NEED TO BE IN WRITING** AND EMAILED TO CHANGES@REALMARTREALTY.COM. THESE WILL BE MADE IN A TIMELY FASHION AND YOU WILL BE EMAILED BACK WHEN IT'S BEEN DONE. PLEASE NOTE THIS EMAIL ADDRESS AND ADD IT TO YOUR EMAIL ADDRESS BOOK. WE WILL NOT MAKE CHANGES OVER THE PHONE, SO CALLING US, WILL NOT HELP AND ONLY SLOW US DOWN FROM HELPING YOU.
6. YOU MUST NOTE YOUR COMPLETE ADDRESS AND/OR MLS NUMBER IN THE SUBJECT LINE OF EACH EMAIL YOU SEND US. IF WE HAVE THIS INFORMATION QUICKLY, WE CAN MAKE YOUR CHANGES QUICKLY. NOT PROVIDING US WITH THIS INFO, WILL SLOW DOWN THE CHANGE PROCESS.
7. ONCE YOUR DOCUMENTS ARE RECEIVED – (BY FAX OR SCAN/EMAILED) YOU WILL BE LISTED WITHIN 24-48 HOURS. A LINK TO YOUR MLS LISTING WILL BE EMAILED BACK TO YOU SO THAT YOU CAN CHECK FOR ERRORS AND TO KEEP IT ON FILE. THE LINK IS A "LIVE" LINK AND WILL SHOW ANY CHANGES WE MAKE TO YOUR LISTING. THIS LINK IS CALLED A CLIENT REPORT AND IT IS WHAT AGENTS WILL USE TO EMAIL TO THEIR CLIENTS. IT WILL NOT SHOW YOUR CONTACT INFO OR COMMISSION. ONLY AGENTS SEE THIS INFORMATION.
8. USE OF LOCKBOXES –WE STRONGLY SUGGEST THAT YOU USE A LOCKBOX WHICH CAN BE RENTED FROM US, PURCHASED FROM HOME DEPOT/LOWES OR PURCHASED THRU YOUR FLAT FEE/FOR SALE BY OWNER COMPANY. YOU SET THE COMBINATION, AND YOU GIVE IT OUT TO AGENTS ONLY. USE IT WHEN YOU ARE NOT GOING TO BE HOME, SO AGENTS CAN SHOW YOUR PROPERTY AT A MOMENT'S NOTICE. THE EASIER IT IS TO SHOW, THE FASTER IT WILL SELL. IF YOU ARE ALWAYS HOME, THEN IT'S NOT NECESSARY TO USE ONE. JUST MAKE IT AS EASY TO SHOW AS POSSIBLE.

9. **MLS REMARKS** – EMAIL A PARAGPRAPH TELLING THE PUBLIC ABOUT YOUR HOME. PLEASE BE BRIEF. KEEP DESCRIPTIVE WORDS TO A MINIMUM. YOU MUST STAY WITHIN THE MLS SYSTEMS CHARACTER COUNT. ALL COUNTS INCLUDE SPACES AND PUNCUATION. ABBREVIATE WHERE POSSIBLE.
10. **CHARACTER COUNTS:** Cape May –300, GSMLS – 820, Hudson – 500, Middlesex -324, Mon/Ocean MLS – 500, NJMLS – 1000, Jersey Shore –1000, So. Jersey Shore – 500, Trend – 1024.
11. **PHOTOS** – Email 6 photos to include with your listing. Most cameras today take very high resolution photos. All internet based websites post lower resolution photos. Your photos should be resized to 800x600 resolution. If you do not know how to do this or lack the software, you can download free software at: http://www.vso-software.fr/products/image_resizer/
12. Or, you can use a zip file software to compress the photos and send in one zipped file. Free software download:http://download.cnet.com/7-Zip/3000-2250_4-10045185.html
13. If you do not want to download any software, then email your photos 1-2 at a time to ensure that they do not get stuck in your email's outbox.

MLS SYSTEM BY COUNTY:

CAPE MAY MLS – COVERS CAPE MAY COUNTY WITH THE EXCEPTION OF OCEAN CITY. SEE BELOW.

GSMLS – (Garden State MLS) - SUSSEX. WARREN, HUNTERDON, UNION, SOMERSET, MORRIS, PASSAIC, ESSEX, SOME TOWNS IN BERGEN

HUDSON/LIBERTY MLS – HUDSON COUNTY

MIDDLESEX MLS – MIDDLESEX COUNTY

MONMOUTH/OCEAN MLS – MONMOUTH AND UPPER/MIDDLE OCEAN COUNTY

NJMLS – (New Jersey MLS) - BERGEN, PASSIAC, ESSEX, PARTS OF HUDSON

JERSEY SHORE MLS – COVERS THE LOWER SHORE AREAS of OCEAN COUNTY

SOUTH JERSEY SHORE MLS – ATLANTIC COUNTY INCLUDING OCEAN CITY, AS WELL AS PARTS OF CUMBERLAND

TREND MLS – GLOUCESTER, MERCER, BURLINGTON, CAMDEN, SALEM, CUMBERLAND

Passaic/Essex/Bergen Counties Residents: Please read paragraph below:

IN THE CASE OF PASSAIC and ESSEX COUNTIES, and A SMALL PORTION OF BERGEN COUNTY TOWNS – THESE HOMES WILL HAVE TWO MLS LISTINGS. ONE IN THE GARDEN STATE MLS SYSTEM AND A SECONDARY MLS LISTING IN THE NEW JERSEY MLS SYSTEM. SINCE WE ARE MEMBERS OF BOTH SYSTEMS, WE ARE MANDATED TO ENTER YOUR LISTING TWICE AT NO ADDITIONAL COST TO YOU. YOU WILL HAVE 2 MLS NUMBERS AND TWO REALTOR.COM LISTINGS.