

**PENALTIES**  
**(From the Heartland MLS Rules and Regulations)**  
**Revised July 2018**

ACTION

PENALTY

Failure to produce a listing agreement to Heartland MLS supporting any listing entered in the automated system.	\$50.00 fine and deletion of the listing from the system.
Reentry of the listing purged by Heartland MLS without supporting documentation.	Additional \$100.00 fine.
Failure to enter a listing into the Heartland MLS system within <b>two (2) calendar</b> days of obtaining required signatures or the effective date, whichever is later.	\$50.00 the first (1st) day and \$10.00 each day thereafter up to 10 days.
Beginning the 11th day, failure to enter a listing in the MLS system.	Additional \$200.00 fine for a total fine of \$340.00.
Failure to enter an exempt listing into the MLS system within <b>two (2) calendar</b> days following the specified future date will be treated the same as late entry of a new listing and will be fined as such.	\$50.00 the first (1st) day and \$10.00 each day thereafter up to 10 days. On the 11 <sup>th</sup> day, an additional \$200.00 fine is added for a total fine of \$340.00.
For exempted listings, failure to send a copy of the Property Waiver Notice and listing agreement to Heartland MLS within <b>two (2) calendar</b> days of obtaining signatures.	\$50.00 fine.
When requested by HMLS, failure to provide listing documentation within three (3) business days.	\$50.00 fine.
Failure to clearly identify an Exclusive Agency Agreement; or an Exclusive Right to Sell Agreement with named prospects exempted in Heartland MLS.	\$50.00 fine.
Allowing entry of lockbox combinations or information on listing data shall result in removal of the information by HMLS staff.	All further occurrences of the same violation on any property listing will result in an automatic \$50 fine and the information will be removed by HMLS staff.
In the event inaccurate information, information prohibited by Section 1.2 or by these rules or policies as published on the MLS site is entered into the system, it shall be deemed a first violation.	If data is not corrected within three business days, a \$25.00 fine per field will be assessed and the information will be removed or corrected by HMLS staff.
In the event a second violation of the same rule or policy on the same or any other property listing is committed within a 12 month period after the initial violation.	Automatic fine of \$25.00 per field. If data is not corrected within 24 hours an additional \$25.00 fine per field will be assessed and the information will be removed or corrected by HMLS staff.
If the event a third violation of the same rule or policy on the same or any other property listing is committed within a 12 month period after the initial violation.	Automatic fine of \$100.00 per field and the inaccurate or prohibited information will be corrected or removed by HMLS staff.
All further violations of the same rule or policy on the same of any other property listing within a 12 month period after the initial violation.	Automatic fine of \$250.00 per field and the inaccurate or prohibited information will be corrected or removed by HMLS staff.
Failure to comply with any provision of Section 12.3 – Display of Listing Data on Participants’ Public Websites.	A fine not to exceed \$500.00.
Allowing use by unauthorized individuals or unauthorized release of access codes/passwords.	A fine not to exceed \$1,000.00.
Release or use of Heartland MLS compilations for purposes other than stated in the Heartland MLS Rules & Regulations.	\$50.00 fine and the listing agent’s MLS service will be suspended until the data is entered.
Failure to enter accurate sold data into the MLS system within three (3) business days of notification by HMLS.	\$50.00 fine.
Failure to properly report a listing status change to Heartland MLS. (See list below.)	

These listing status changes and the time limits for reporting are as follows:

Contingent Contract on File	<b>One Calendar Day</b>	Cancellation of Pending Contract	<b>One Calendar Day</b>
Show for Backup Contract	<b>One Calendar Day</b>	Cancellation of a Listing Agreement	<b>One Calendar Day</b>
Pending Contract	<b>One Calendar Day</b>	Temporarily Off Market	<b>One Calendar Day</b>
Closing of a Sale	<b>Fourteen Business Days</b>	Withdrawal of a Listing	<b>One Calendar Day</b>
Back on Market (Active)	<b>One Calendar Day</b>	Price Change	<b>One Calendar Day</b>
Extension of Listing	<b>One Calendar Day</b>		