



# Auto Sell Correction Form

Processing Hours: 8:30am – 4:00pm, Monday – Friday

SRCAR – 41831 McAlby Court, Suite C, Murrieta, CA 92562 || 951-894-2571 || FAX: 951-572-3721

## REQUIRED INFORMATION

Agent Name: \_\_\_\_\_ Listing Office: \_\_\_\_\_

MLS #: \_\_\_\_\_ Contact Phone #: \_\_\_\_\_

Property Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

## Correction Type (Please select *one* of the following)

### REPORT LISTING TO ACTIVE:

Fell out of escrow, please report back to active.

### REPORT LISTING TO BACKUP:

Please note that if your listing has expired you **MUST** attach a copy of your extension of contract.

Backup Date: \_\_\_\_\_ Projected/Close of Escrow date: \_\_\_\_\_

Projected Sales Price: \_\_\_\_\_ Buyers Agent ID: \_\_\_\_\_

Selling Office: \_\_\_\_\_ Financing Terms: \_\_\_\_\_

### REPORT LISTING TO PENDING:

Please note that if your listing has expired you **MUST** attach a copy of your extension of contract.

Pending Date: \_\_\_\_\_ Projected/Close of Escrow date: \_\_\_\_\_

Projected Sales Price: \_\_\_\_\_ Buyers Agent ID: \_\_\_\_\_

Selling Office: \_\_\_\_\_ Financing Terms: \_\_\_\_\_

### REPORT LISTING TO SOLD:

Please note that if the listing expiration date is prior to the sold date you **MUST** attach a copy of the extension contract in order for your listing to be placed into sold status.

Pending Date: \_\_\_\_\_ Close of Escrow date: \_\_\_\_\_

Sales Price: \_\_\_\_\_ Buyers Agent ID: \_\_\_\_\_

Selling Office: \_\_\_\_\_ Financing Terms: \_\_\_\_\_

### REPORT LISTING TO CANCELLED:

REQUIRES BROKERS SIGNATURE TO CANCEL LISTING

Date Cancelled: \_\_\_\_\_ Broker Signature: \_\_\_\_\_

## REQUIRED SIGNATURE

Listing Agent Signature: \_\_\_\_\_ Date: \_\_\_\_\_