

## APPENDIX I, PART 1: COMING SOON

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1. Coming Soon status applies to Residential, Land, and Multi-family classifications.
2. Only properties subject to a ratified listing agreement may be entered under the Coming Soon status.
3. Coming Soon listings are subject to the requirements set forth in this section and must be entered into the CAAR MLS system under the Coming Soon status within one (1) business day of the Listing Agreement ratification by the Seller.
4. The Coming Soon status will not be included in RETS feeds; however, Coming Soon listings may be publicly marketed. Public marketing includes but is not limited to flyers, yard signs, digital communications marketing (email blasts), and publications available to the general public.
5. Listings under Coming Soon status may not be shown. In the event a Seller agrees to allow a Coming Soon listing to be shown, the listing status must be changed to Active prior to the showing.
6. Days on Market (DOM) do not accrue while a listing is under the Coming Soon listing status.
7. You must include a list price, an offer of cooperative compensation, and an expected On-Market Date when using the Coming Soon listing status. This is the date when you expect your listing to be Active in the CAAR MLS system. This date cannot exceed 14 days from the date you submitted your listing to the MLS under the Coming Soon listing status.
8. Use of the Coming Soon listing status is limited to 14 days. After 14 days have passed, the listing status will automatically change to Active status. If you need more time after the 14 days have expired, consider using the Temp Withdrawn listing status.
9. Because a Listing under the Coming Soon status will have an MLS number, the listing agent will be able to add virtual tours, marketing materials, and listing documents ahead of time.
10. A listing that was once under the Coming Soon status cannot revert back to the Coming Soon status. The property must be off market for 90 days or more before it can be re-entered in Coming Soon status.
11. Coming Soon Addendum must be signed (Appendix I, Part 2)
12. If you believe a Coming Soon status listing should be reported for a potential violation, please use the Report It feature in the Paragon MLS or email [support@caar.com](mailto:support@caar.com) with these items: a. Property address b. Name of Brokerage firm c. Name of List Agent d. Documentation showing the property is being advertised in the Coming Soon status or that the property was shown.

## APPENDIX I, PART 2: COMING SOON ADDENDUM TO VIRGINIA REALTORS® RESIDENTIAL LISTING AGREEMENT

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### COMING SOON ADDENDUM TO VIRGINIA REALTORS® RESIDENTIAL LISTING AGREEMENT (Use this Addendum only for property entered as Coming Soon in CAAR MLS)

THIS COMING SOON ADDENDUM is made on \_\_\_\_\_, 20\_\_\_\_ to the Virginia REALTORS® Residential Listing Agreement dated \_\_\_\_\_, 20\_\_\_\_ (the Listing Agreement), by and between \_\_\_\_\_ (Owner) and \_\_\_\_\_ (Broker) for the exclusive right to sell certain real property known as \_\_\_\_\_, Virginia (the Property) and shall be attached to and made a part of the Listing Agreement.

**1. COMING SOON INSTRUCTIONS:**

- A. Owner and Broker agree that the Listing Agreement is hereby modified as follows: Owner hereby directs Broker to list the Property in the CAAR MLS in Coming Soon status until \_\_\_\_\_ (maximum of 14 days from the date of ratification of the Listing Agreement by Owner).
- B. Owner [select one]:  authorizes OR  does not authorize Broker to install a For Sale sign with a Coming Soon rider on the Property while the Property is listed in the Coming Soon status.

**2. CAAR MLS RULES:** CAAR MLS Participants are required to enter all property listings into the CAAR MLS system under the Active or Coming Soon status within one (1) day of the ratification of the Listing Agreement by Owner.

**3. COMING SOON LIMITATIONS:** Owner directs Broker to enter the Property listing in the CAAR Multiple Listing Service (CAAR) under Coming Soon status and understands that their Property will not be available for viewing by anyone prior to the date entered in Paragraph 1 above.

**4. SHOWINGS:** Broker is PROHIBITED from showing the Property to prospective buyers and/or their agents if the Property is listed in the CAAR MLS under the Coming Soon status. If Owner desires to have the Property shown to prospective buyers and/or their agents, Broker must change the Property status to Active in the CAAR MLS. Once changed to Active status, Broker is prohibited from returning the Property status to Coming Soon.

**5. ADVERTISING RESTRICTIONS:** Broker may conduct pre-marketing activities for the Property (i.e. photography, staging, landscaping, repairs, etc.).

**6. COMPENSATION:** Owner acknowledges that a ratified listing agreement, including a price and an offer of compensation, designated in the accompanying listing agreement to cooperating buyer agents, is required for the listing of the Property in the CAAR MLS, including in the Coming Soon status.

Witness the following duly authorized signatures:

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Owner	Date	Owner	Date
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Owner	Date	Owner	Date
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Broker: By: \_\_\_\_\_  
Signature of Broker or authorized agent Date

Print name: \_\_\_\_\_