

NNRMLS Citation Matrix

Type of Correction	Citation Amount	Per Diem	Maximum
Level 1 Citations - 2 Business Days to Correct before Citation Amount Assessed			
Incorrect Information: *such as wrong area, no parcel number or taxes, no commission on active listings, incorrect schools, wrong city or county, zoning, stories, unknown cross street Section 3.1-2	\$ 100.00	\$ 15.00	\$2,500
Incorrect Property Class Section 3.3	\$ 100.00	\$ 15.00	\$2,500
No Disclosure of Showing Availability (active/no showings) in private remarks Section 3.4	\$ 100.00	\$ 15.00	\$2,500
No Disclosure of agent/broker ownership status in the MLS or Private Remaks (rev. 0206) Section 3.5	\$ 100.00	\$ 15.00	\$2,500
Listings entered into the system that do not include real property (example: rights only, etc) Section 3.7	\$ 100.00	\$ 15.00	\$2,500
Listings entered into the system that are "reservations only" or "referral fee" listings Section 3.8	\$ 100.00	\$ 15.00	\$2,500
No Removal of lockbox from an off-market listing (rev. 0907) Section 3.6	\$ 100.00	\$ 15.00	\$2,500
Green Features: "Green Features Worksheet" must be completed & uploaded into Assoc. Docs if "Green Features = Yes". Section 3.9	\$100.00	\$ 15.00	\$2,500
MLS Lockbox Required if a Participant or Subscriber participates in the voluntary lockbox system and has placed any other lockbox on the property (section 3.10) effective 6.1.09	\$100.00	\$ 15.00	\$2,500
Level 2 Citations - 2 Business Days to Correct before Citation Amount Assessed			
No Photo/Sketch/Photo copy w/out permission/Watermarking/Predominate Signs Section 4.1-3	\$ 250.00	\$ 50.00	\$2,500
Duplicate Area or Property Class Duplication Section 4.4	\$ 250.00	\$ 50.00	\$2,500
Incorrect Status/Non-Reported transactions/incorrectly reported closed transactions Section 4.5-6	\$ 250.00	\$ 50.00	\$2,500
Member Contact Info in MLS/Extended RemarksContact info for any 3rd Party in any remarks section Section 4.7-8	\$ 250.00	\$ 50.00	\$2,500
Reference to a Non-Member (including but not limited to registered, temporary non-member licensee, or a general licensee who has no membership in NNRMLS in any contact field Rules & Regulations Section 2.E.5	\$ 250.00	\$ 50.00	\$2,500
Listings entered into the system prior to approval of final map & assignment of APN Section 4.10	\$ 250.00	\$ 50.00	\$2,500
Limited Service Listing Disclaimers: NVRED Form "Authorized to Negotiate Direct with Seller" (form #637) attached as Associated Document Section 4.11	\$ 250.00	\$ 50.00	\$2,500
Unauthorized type of Compensation in Listing: Listings offering net compensation, no compensation or conditional compensation Section 4.12	\$ 250.00	\$ 50.00	\$2,500
Special Conditions of Sale: No disclosure, explanation required in Private Remarks Section 4.13	\$ 250.00	\$ 50.00	\$2,500
Level 3 Citations - 2 Business Days to Correct before Citation Amount Assessed			
Remarks with Fair Housing Liability for NNRMLS Section 5.1	\$ 500.00	\$ 100.00	\$2,500
Unprofessional/Inappropriate Remarks - any section Section 5.2	\$ 500.00	\$ 100.00	\$2,500
Virtual Tours: branded tour or another URL in field Section 5.3	\$ 500.00	\$ 100.00	\$2,500
Failure to disclose the caluclation method for sliding scale compensation in private remarks (6/07) Section 5.4	\$ 500.00	\$ 100.00	\$2,500

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Level 4 Citations - Automatic Citation			
Late entry of listing into MLS	\$250 + \$100/day		\$2,500
Improper Re-list of active listing - fine plus withdrawl of new listing, reactivate former, etc. Section 6.14	\$ 250.00		
Distribution of Confidential Information prohibited Section 16.15	\$250 1st offense	\$1000 2nd offense	\$2500 3rd and successive offenses
No Waiver of Benefits on File Section 6.3	\$ 1,000.00		
Listing Audit: no agent/broker and/or seller signatures/no listing form and/or agreement on file Section 6.6-7	\$ 1,000.00		
Misuse of Statistical Ranking Reports (4/06) Section 6.13	\$ 1,000.00		
Allowing unauthorized use of lockbox key or unauthorized use of another member's lockbox key Section 6.8	\$2,500 + hearing		
Audit: no documents submitted in response to audit Section 6.5	\$2,500+hearing		
Sharing a Password/Token access to Paragon Section 6.9	\$2,500 + hearing		
Allowing unauthorized access to MLS (or unauthorized use by agent/broker staff/assistant (0106) Section 6.13	\$2,500 + hearing		
Providing contact info to 3rd party for any other use than member/member communcation (3/07) Section 6.13	\$2,500 plus a hearing		
Exceeding Maximum Citation amount (Level 1-3) and no correction made (rev. 0106) Section 6.12	\$2,500 maximum plus immediate suspension of MLS		
Exporting MLS info for unauthorized use Section 6.10	\$5,000 + hearing		
Service Re-activation fee Section 6.11	\$50/occurrence		
MLS Exemption Violation Section 6.2	\$500 + hearing		