

Shortcut stellar input form:

1. First create your new listing in Matrix, then save as **incomplete**.
2. Once you save as incomplete, click the blue OM number to pull up your listing.

✓ Input Succeeded

Your Listing has been successfully saved as Incomplete. MLS Number: [OM623918](#)




3. The page below will appear, click the drop down box that is highlighted below and choose "Owners Authorization" (indicated with arrow)

Now All My Incompletes Search: -- MLS # -- Click here to run this as a Full Search

Previous Next 1 of 1 Checked 0 All None Display **Owners Authorization** at 1

OM623910 2112 NE 50TH PL, OCALA, FL 34479

| | | |
|------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | County: Marion Subdiv: FORE ACRES ADD 01 Beds: 3 Baths: 2 Pool: None Property Style: Lot Features: Total Acreage: Minimum Lease Period: Garage: Attch: Spcs: Garage/Parking Features: New Construction: Property Condition: Builder Name: Builder License #: Builder Model: LP/SqFt: \$8.44 | Status: Incomplete List Price: \$11,111 Year Built: 1973 Special Sale: ADOM: CDOM: Pets: Max Times per Yr: Carport: Spcs: Proj Comp Date: Permit Number: Heated Area: 1,316 SqFt / 122 SqM Total Area: |
| | Total Annual Fees:0.00 Average Monthly Fees:0.00 Home Warranty Y/N: Land, Site, and Tax Information | |



4. Once this is done a new box will appear at the bottom of your listing (shown below)

Internet Y/N: Show Prop Address on Internet Y/N:

Stellar Indemnification

he owner has reviewed the foregoing information contained in this Data Entry Form and acknowledges the information to be true and correct to the best knowledge of the owner.
 he owner agrees to indemnify and hold harmless the My Florida Regional MLS DBA Stellar MLS (Stellar MLS), the Originating Board, and their employees, the Listing Broker and licensees, the Selling Broker and licensees, and all other cooperating Brokers and licensees against any and all claims or liability (including attorney fees) arising from any breach of warranty by Owner or from any incorrect information supplied by the Owner from any facts concerning the Property which was known or reasonably should have been known to Owner but not disclosed by Owner.
 t the request of the Listing Broker, unless otherwise properly indicated on this Data Entry Report form, Stellar MLS will electronically transmit information about the Owner's property to Internet web sites to aid in the marketing of the Property for sale. Stellar MLS shall retain and make available all such data and photographs to all its participants for an indefinite period. Stellar MLS assumes no responsibility or liability to Owner for errors or omissions on this Data Entry Form or in the Stellar MLS computer system.
 he Owner hereby authorizes Listing Broker to file this Data Entry report form with the Stellar MLS and the Owner will provide timely notice of all status changes.

To review all field selection options, please ask your agent for a full copy of the Stellar data entry forms.

Owner Signature: _____ **Date:** _____

Owner Signature: _____ **Date:** _____

Broker Signature: _____ **Date:** _____

Status Contractual Search Date: _____

Edit Manage Photos Manage Attachments Share Reverse Prospect Print Previous 1 Next

5. Now your sellers sign here, and you sign Joe's name, and you get to skip the 13 page form!

**** don't sign Joe's name until your sellers sign first (it will lock the form if Joe's name is signed first) ****