



No Cooperation / Office Exclusive / Withheld Form

This form is required when a listing is Office Exclusive/Withheld from the MLS.

The undersigned Seller(s) owns the property at:

Address	City	State	Zip
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The Seller(s) authorizes the Listing Broker to submit the property identified above (The Listing) to Triangle MLS as an Office Exclusive listing. By signing this form, Seller(s) acknowledges that:

- The Listing Broker or any other Broker from the listing firm cannot cooperate with brokers outside his/her firm to sell The Listing.
- The Listing cannot be publicly marketed by anyone, **including the Seller**. See below for NAR’s definition of Public Marketing.
- If the Listing is being publicly marketed, the Listing Broker MUST make The Listing available for cooperation by entering The Listing into the MLS system with a status of Active, Coming Soon or No Showings within one (1) calendar day. *Note: Showings are not allowed for Coming Soon and No Showing listings.*

Public Marketing includes, but is not limited to, flyers displayed in windows, yard signs, digital marketing on public facing websites, “word of mouth”, brokerage website displays (including IDX and VOW), digital communications marketing (email blasts), multi-brokerage listing sharing networks, and applications available to the general public.

This form MUST be submitted to Triangle MLS via email at DataIntegrity@TriangleMLS.com within one (1) calendar day of the Listing Agreement’s Effective Date.

Seller	Signature	Date
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Seller	Signature	Date
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Listing Agent Signature	Listing Agent Name (Print)	Date
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BIC Signature	BIC’s Name (Print)	Date
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Frequently Asked Questions

What is this form for?

Submitting a listing as an Office Exclusive comes with significant limitations on the efforts the Listing Broker can put forward when selling a home. To avoid any confusion, and to set the expectations of the Seller, Triangle MLS requires that this form (or a form with similar content) be signed and submitted to Triangle MLS.

Can I use this form if a cooperating broker is involved in the transaction?

No. This form is used for Office/Firm Exclusive listings only. A Firm/Office Exclusive listing is a listing where no public marketing has taken place including sharing the listing with brokers associated with firms other than the listing firm (see the definition of Public Marketing on the form). If a Firm/Office Exclusive listing has been shared beyond the limitations associated with these types of listings, that listing MUST be entered into the MLS within 1 calendar day of the Marketing Date.

When do I need this form?

This form is needed when your Seller(s) asks for NO PUBLIC MARKETING (see definition of Public Marketing on the form). Typically, this occurs when Seller(s) is asking for discretion due to fame, high-value objects in the home, court-ordered considerations, etc.

How do I submit this form?

When fully executed, this form must be submitted to Triangle MLS via email at DataIntegrity@TriangleMLS.com within one (1) calendar day of the Listing Agreement's Effective Date.