

# **NCIAR MOBILE HOME LISTING RULES:**

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**Mobile home listings are available to NCIAR members as a benefit to you.**

**In Compliance to IRMLS current Rules and Regulations, NAR By-Laws, NCIAR By-Laws, and NCIAR Fine Sheet. These documents can be found under MLS Documents in the NCIAR folder on Paragon.**

1. No company signs in listing photos
2. Listing must be reported within 72 hours (3 days) of listing contract signed.
3. Listing status sold must be reported within 48 hours (2 days) after necessary signatures are obtained.
4. All required fields are to be completed before submission.
5. Primary Photo must be of exterior shot of mobile home.
6. Has an active Real Estate License & is an active member of NCIAR.
7. Listing Contract is to be submitted at the time of submission.

Any questions related to Mobile Home Rules or inputting Mobile Home Listing, please contact board office at (574) 935-3940 or email at [NCIAR@comcast.net](mailto:NCIAR@comcast.net)



# NCIAR MOBILE HOME INPUT FORM

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Agent License Number:

Agent Name:

Agent Office:

Property Title:

Mobile Home Address:

City

Mobile Home Park:

Street Address

Township:

State

## LISTING:

Status:

Co-Listing Agent

Co-List Office

Contract Type:

List Date:

Expiration Date:

## DETAILS:

Property Description:

Price:

Annual Taxes:

Personal Property ID Number:

Lot Rent Fee:

Fee's:

Year Taxes:

Square Feet:

Year Built:

Bedrooms:

Bathrooms:

# SUBMITTER DETAILS

We will use this information to verify that you have the permissions needed to post this to the website. All properties submitted will be reviewed before they appear.

Your Name:

Your Email:

## BEFORE SUBMISSION

Agree to the following:

I acknowledge that this listing is a personal property only submission.

I hear by understand I am agreeing to follow all NCIAR MLS Bylaws and requirements with the submission of this listing or fines will be assessed.

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Sign Here\*

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Date\*

Please send Completed Mobile Home Form, Listing Contract, and up to 10 images to  
**NCIAR@comcast.net**

Once NCIAR receives your listing, allow up to 3 business days for NCIAR staff to review  
before it appears on

<https://nciar.com/listings/mobile-home-listings/submit-listing/>

Thank you!

