

1. **Change "HWY" for street address for Local, County and State Roads in MLS**
2. **Expanded Public Remarks for listing entry from 600 to 800 characters**
3. **Expanded number of photos allowed from 60 to 90 on listings in MLS**

1. Street Change: The following changes to the MLS Rules and the MLS System were approved for entering listings with Highway type street names ~ implementation will begin December 13!

Current RANW MLS Rule - Requires all properties with a street designated as County or State Highways to be entered into the MLS System as HWY.

This rule is being changed, effective December 13, 2021, to the following:

New MLS Rules for Entry of RANW MLS Listings

- All properties will be required to enter into the Primary (1st) street address, their legal / tax record street name.
- Properties with County or State highway type addresses will also be required to complete the new street address field # 2 in MLS, to be entered as HWY, e.g., HWY JJ (as the MLS Rules previously required).
- This 2nd Street address field will only be in RANW MLSs Paragon System for members, to allow members to search easily in RANW MLS Search for RANW MLS Listings with "HWY".

Paragon System "New field" only for RANW MLS Listings

- The new Street field # 2 will be added to the Paragon system. This new field is a text field and will be searchable but not mappable in Paragon for all property types.
- Street field # 2 will be added to only the Paragon system for entering of listings and as a search field for members use for all property types.
- Street field # 2 will also be added / available for inclusion in Paragon displays for members use for all property types.

Listings in MLS: Updating of current and Past Properties in RANW MLS Paragon System

- Paragon will auto-populate any property active and off market that has "HWY" as Street # 1, and populate Street Field # 2, with same address of Hwy (this will allow for future searchability in MLS).
- Members are asked to update their active listings that are currently in the Paragon system as "HWY" and change Street # 1 from HWY to the actual legal-tax record address.
- Updating the address will improve CRS search, CMA, and reporting tools as listing street addresses will better match the Tax data.
- The original mapping of your property should remain as is in Paragon, but a double check is encouraged.

#2 & #3: In the allowance of expanding characters in Public Remarks and number of photos in MLS, please refer to MLS Rules, Section 4.12, specifically - describing the property not the potential buyers and photos must represent the property listed in MLS.

Questions ~ Assistance

Please call RANW office 920.739.9108 or email RANWMLS@ranw.org.

Thank you for your cooperation in the implementation of this new Rule ~ for the benefit of all!