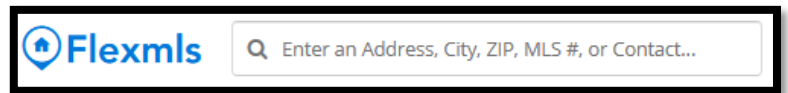## Broker Distribution Preferences – Listing Permissions

Listing internet distribution options are in the listing under the Broker Distribution tab.
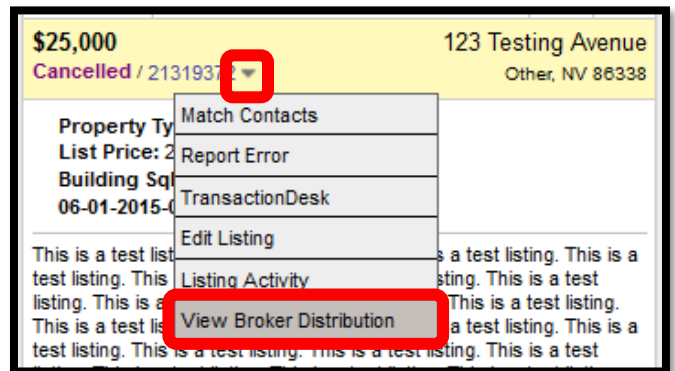
IMPORTANT NOTE

- The seller(s) must affirm the listing's internet distribution options. Unless the Seller has elected to not display the listed property to any internet sites, the listing will automatically display to all Broker and Agent IDX enabled websites.
- For more information about the MLSSAZ Internet Data Exchange, see the Rules and Regulations Section 20, pg 48 - Internet Data Exchange (IDX) Defined **CLICK HERE**.

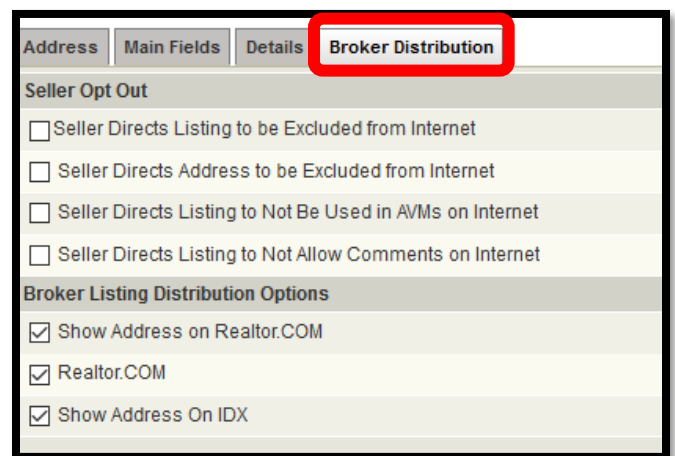Begin by locating the property listing in Flexmls.

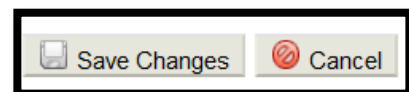Click the drop-down arrow next to the listing ID number.

Click the option View Broker Distribution.

Click on the Broker Distribution tab and based on the seller's elections, changes to the listing distribution options can be made here.
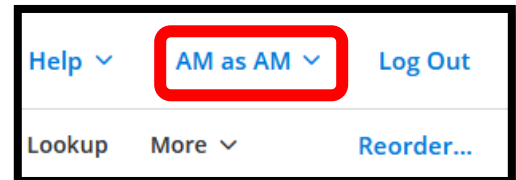
Click Save Changes.

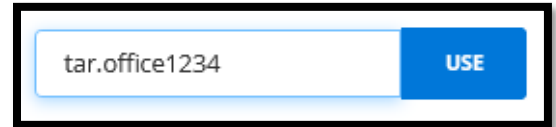## Broker Distribution Preferences – Office Permissions

Brokers can set up listing internet preferences for all the MLS users of that office.

Check your Broker Distribution Preferences by logging into www.mlssaz.com.

Click on the drop-down arrow next to your initials in the upper right-hand corner of the page.

Help ⌄	AM as AM ⌄	Log Out
Lookup	More ⌄	Reorder...

Next superuse as the office by entering "office" followed by the office ID number and click Use. (Caution: This will enable functionality changes to the office until the login is changed back to a personal profile)

tar.office1234	USE

Click on Menu in the upper left of the page.

✕ Menu

Next scroll down and find Preferences.

Preferences

Click on Broker Distribution.
(if you would like to add this to your favorites, add a star)

☆ Broker Distribution

The next screen will display the Broker Distribution Preferences.

Here listing internet permissions can be set up for ALL the MLS users of an assigned office.

Broker Distribution Preferences

Name	Terms of Service	Enable Feed	Send listings by default	Agent can override
Show Address on Realtor.COM		✔	☐	✔
Realtor.COM		✔	☐	✔
Show Street Name On IDX		✔	☐	✔

Once all selections have been made to complete click Save.

SAVE

Reminder: When finished reviewing/making changes, do not forget to change the office profile option back to an individual membership.

Broker Distribution FAQ's

Q: Will my listing automatically feed to Zillow?
A: Yes. The Zillow is now part of the MLSSAZ IDX program. Under the IDX program, listings will automatically be feed to internet sites such as Zillow and Trulia. The seller(s) must affirm the listing's internet distribution options. Unless the Seller has elected to not display the listed property to any internet sites, the listing will automatically display to all Broker and Agent IDX enabled websites.

Q: Will Zillow display my rental listings?
A: Zillow as a brokerage will no longer display rental properties. Zillow Inc. will provide a new a rental platform for brokerages to advertise and manage rental listings at a cost to the brokerage.

Q: If I see incorrect listing information who do I call?
A: For questions or concerns about an MLS listing displaying incorrect information please contact MLSSAZ at 520-382-8806.