



La Crosse Area



REALTORS® Association

The Voice of Real Estate in the Greater La Crosse Area

JANUARY 2019

MLS Tour Boundaries
The dividing line between North and South Tour is I-90

Exceptions:

North Tour

- Holiday Heights
- Mayfair Addition
- Burns & Bangor
- Hamilton
- Monroe
- Dakota & Dresbach

South Tour

- Washington
- Barre
- Frebch Island
- La Crescent

Tour Information
Agents can load their own tours and open houses in Flex. If you have any questions, call Ryan at 608-785-7838

NUMBERS & E-MAIL
Metro MLS Helpdesk: 1-800-490-3731
KIM: 1-800-844-7560
WRA: 1-800-279-1972
Legal Hotline: 1-800-799-4468
DSPS (Formally DRL): 1-608-266-2112
MN Dept. of Commerce: 651-296-6319
Zip Forms Support: 866-693-6767
Char: 785-7837 cglocke@larawebsite.com
Ryan: 785-7838 mls@larawebsite.com
Kristal: 785-7744 memberships@larawebsite.com

North Tour South Tour Open House Open House Sabbatical

| SUN | MON | TUE | WED | THU | FRI | SAT |
|-----|-----|--|--------|-----|-----|-----|
| | | 1 New Year's Day Association Office Closed | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

MLS Photo Submission Policy

When is a photo due?
Once a property is submitted to the MLS, you have 72 hours to submit the photo. (does not include weekend or non-working holiday). If a photo is not received within 72 hours the Broker will be billed \$25.00 per day until primary photos is uploaded.

Which listings require a photo?

- Single Family
- Duplex
- Multi-family
- Condo

(even if they're Sold Before Print, 1 - party listings, or In-House listings)

Which listings do not require a photo?

- FSBOs
- Vacant Land
- Commercial
- Business

(although photos are welcomed)

New Construction
If the property is New Construction, meaning there isn't a structure yet (defined as siding, windows, and roof), it is very important that you send an email notifying the MLS coordinator - mls@larawebsite.com. If no notice, and no photo submitted within 10 days, the Broker will be billed \$12.00 per listing on the 25th of each month until that photo is submitted or correspondence is received explaining that the listing has no structure. If the listing is determined as New Construction, the MLS Coordinator will call once a month to check the status. Once there is a structure, you are required to submit a photo within 10 days.

Open House Deadline Information:
Must be submitted by 3:00 p.m. on Wednesday
*punctuation is REQUIRED * check Tribune proof sheet
MUST revise by Tribune's deadlines! Go to www.larawebsite.com under *Submit Open House Online*.
*Contact us to make sure all of your emails arrived *Send photos for new listings to the Tribune at openhouse@lacrossetribune.com.