

# IDX Paperwork Cover Sheet

## IMPORTANT

This cover sheet **MUST** be filled out and returned via Email or Fax with your IDX paperwork. If this cover sheet is not included your IDX may not be approved and set-up properly.

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### How To Return

Scan & Email Cover Sheet & Paperwork to: [IDXAdmin@z57.com](mailto:IDXAdmin@z57.com)

Fax Cover Sheet and Paperwork to: (858) 430-5599

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### Please Print Clearly

**First Name:** \_\_\_\_\_ (REQUIRED)

**Last Name:** \_\_\_\_\_ (REQUIRED)

**Email Address:** \_\_\_\_\_ (REQUIRED)

**Domain Name:** \_\_\_\_\_ (REQUIRED)

*IF FACEBOOK PREMIUM CLIENT, PLEASE USE YOUR FACEBOOK BUSINESS PAGE URL AS THE DOMAIN NAME*

**MLS Agent ID:** \_\_\_\_\_ (REQUIRED)

**Office ID:** \_\_\_\_\_

**MLS AUTHORIZATION FOR FBS DATA SYSTEMS  
TO PROVIDE DATA VIA RETS**

**RETS FORMAT** *(They retrieve data from flexmls RETS server):*

**STANDARD IDX** (Used for display on public web sites)

The undersigned MLS authorizes Financial Business Systems, Inc. ("FBS") to provide the MLS approved IDX database by RETS (Real Estate Transaction Standard) to the MLS member indicated below (IDX Participant). MLS understands that once the data has been transferred to the IDX Participant, FBS has no control or responsibility for how such data is used or displayed, and MLS holds FBS harmless from any and all liability related to the provision of such data or use or display by the IDX Participant.

\_\_\_\_\_  
Shasta Association of Realtors

MLS Name

\_\_\_\_\_  
MLS Authorized Personnel

\_\_\_\_\_  
Signature and Date

**Broker's  
signature  
required**

\_\_\_\_\_  
IDX Participant's Name

Fill Out

Constellation Web Solutions (brokersolutions@constellationws.com)

\_\_\_\_\_  
Webmaster Contact Information

Fill Out

\_\_\_\_\_  
Web Site URL Address for this data (if applicable)

(The URL Address listed is the only site which this data is approved for use)