

# 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:** \_\_\_\_\_



# CRISNet IDX Agent-Vendor Request Form

- By signing below, I am agreeing to all MLS Rules, Regulations & Requirements regarding Internet Data Exchange (IDX).
- You must first complete the paperwork required by your IDX vendor.
- I further understand that my broker is ultimately responsible for the content of my website and that I have his/her permission, as noted by signature below, to display listings on my website.
- Your website homepage must display your name, your DRE number and current brokerage logo or name in text at a minimum to be approved. If main brokerage website only, the brokerage name and brokerage DRE number is required on the homepage at a minimum.**

Agent Info.

Agent Name: \_\_\_\_\_ Agent ID: \_\_\_\_\_  
 (F#####)  
 Office Name: \_\_\_\_\_ Office ID: \_\_\_\_\_  
 (F#####, FF#####)  
 Office Address: \_\_\_\_\_ Agent Phone: \_\_\_\_\_  
 \_\_\_\_\_ Fax: \_\_\_\_\_  
 \_\_\_\_\_ Mobile: \_\_\_\_\_

Email Address: \_\_\_\_\_

Website(s): <http://> \_\_\_\_\_

Please enter the actual website(s) name/address where you want to display the IDX solution. Also, include the temporary address if your website is not yet online. Your website will be reviewed for MLS compliance as stated.

Agent and Broker Sign

Signature of Requesting Agent: \_\_\_\_\_ Date: \_\_\_\_\_  
 Broker Name: \_\_\_\_\_ Broker Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Print Name

## ◆ My IDX Vendor information - Please obtain from your IDX vendor:

Firm/Vendor Name: Constellation Web Solutions  
 Contact Name: Trevor Peterson  
 Phone: 425-636-6910 Fax: 414-918-9215

Vendor email address(es) to send approval:

brokersolutions@constellationws.com

Fax completed form to 818-779-7080 or email to [crisnetidx@srar.com](mailto:crisnetidx@srar.com). Please allow 2-3 business days for processing time. Vendor must be approved as a current SRAR-CRISNet MLS vendor & receive an approval from CRISNet MLS to activate your IDX.