

Vendor = Constellation Web Services (CWS)

Please send email confirming completion to idxadmin@z57.com

Effective October 21st, NEFMLS changed the way IDX Licenses would be approved. All approvals MUST come through reDataVault

Please complete the instructions provided by North Florida MLS, Inc. in order to gain IDX approval

1. Agents will need to go to www.realtyweb.net/Data_Products/ and select IDX Data License Request or click the following link "Click for IDX Data License Request" <http://www.realtyweb.biz/doco/documents/AgentRequestforIDXDataLicenseFormwvendors.pdf>"
Product/Request Type: **IDX Data License-Approved Vendor-No Fee**
I am requesting a license that...
 - a. Will be used by Broker participant
 - b. Will be used by Agent
 - c. Fully complies with IDX rules and regulations
 - d. Will be used for public facing website
 - e. Will allow Licensee's listings to be syndicated to third party real estate channels via vendor

Give completed form to your Broker/Designate Manger

2. Broker/Manager will go to <http://realtyweb.redatavault.com> and in the top right hand corner, click sign in
 - a. Log in with flexmls User Name and Password (member number - 6 digits - ex: 001234) If you cannot sign-in please call [904.394.9494](tel:904.394.9494) -Do Not sign as a new Broker.
 - b. Under Products - select **IDX Data License=Approved Vendor-no Fee**
 - c. **Broker needs to complete and sign page 5 of their online agreement.** This agreement can be found under License Information > View Documents > Sign this Agreement...
 - d. Once it has been signed, please save the document (button on the first page-top right or last page of the agreement in the bottom center).

We will then be notified by Northeast Florida MLS, Inc that there is an agreement awaiting our signature and we will sign.