

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

## Appendix A - Adding/Dropping Paragon Xchange Form

The Association has implemented the tools to access the Paragon Xchange data in the form of a RETS feed. **All other costs, e.g. vendor fees to become a subscriber are the responsibility of the Subscriber Firm.**

**This form must be filled out completely and signed by the broker owner for your company. There are no exceptions.** Once you have filled it out and signed it, fax, mail or e-mail to ICAAR at 847 Quarry Road, Coralville, IA 52241, Fax: 319-338-6957, [icaar@icaar.org](mailto:icaar@icaar.org).

**Firm Name:**

**Firm MLS ID:**

**Broker/Office Manager Name:**

**E-mail address:**

**Broker MLS ID:**

(If you are becoming a subscriber, you *must* supply an e-mail address here. This address will be ICAAR's primary means of communicating with you about any developments.)

**Firm Street Address:**

**Firm City, ZIP:**

**Firm Phone:**

**Fax:**

Should this form apply to any other offices of your firm? If so attach a separate page with a list of the offices to which this form should apply. Firms with multiple offices must include all offices.

**CHECK THE APPLICABLE BOXES.** By so doing, you are agreeing to the understandings indicated next to it.

**MY FIRM IS a Paragon Xchange IDX Subscriber.** I understand that I am hereby giving every other Broker IDX Subscriber in ICAAR permission to advertise my active MLS listings on its own Web site, subject to the Rules and Regulations of ICAAR. Other subscribers are not obliged to display my listings. I authorize ICAAR to distribute my active listing data to other Subscribers pursuant to its rules and policies.

**MY FIRM IS NOT A Paragon Xchange IDX Subscriber.** I understand that this means that other Subscribers will not be permitted to display my listings on their Web sites. I further understand that my firm will receive no benefits under the Paragon Xchange program of ICAAR. My firm is not allowed to display the listings of other brokers.

**I NEED ACCESS FOR A COMPANY WEB SITE OR AFFILIATED SERVICES FEED**  
I am the broker/office manager for the firm listed above. I represent that I have authority to execute this form on behalf of my own firm and all other offices listed on the attached page (if any).

**I NEED ACCESS FOR AN AGENT WEB SITE OR AFFILIATED SERVICES FEED**

**AGENT NAME:**

**AGENT E-MAIL ADDRESS:**

## Consultant Information and Signature

**NOTE TO FIRM: Reproduce this page for each individual/Company to whom you intend to provide access to the Paragon Xchange data under this Agreement**

**Consultant (company or individual) Name:** Constellation Web Solutions

E-mail address: brokersolutions@constellationws.com

(You *must* supply an e-mail address here. This address will be ICAAR's principal means of communicating with you for notices under this Agreement.)

Consultant Street Address: 6737 West Washington St, Suite 2120

Consultant City, Street, ZIP: West Allis, WI 53214

Phone: 425-636-6910

Fax:

### ACKNOWLEDGMENT AND AGREEMENT

#### ADDENDUM TO LICENSE AGREEMENT

The undersigned acknowledges that it is a vendor to the member Broker of the Iowa City Area Association of REALTORS® for use of a feed in the RETS form of the MLS data compilations. The undersigned hereby agree that the Iowa City Area Association of REALTORS® shall retain all intellectual property rights, title and interest in and to the Data obtained from the Association's MLS data compilations and that the data shall only be disseminated by it in strict compliance with the Association's Bylaws and the Rules and Regulations of the Association's Multiple Listing Services. The undersigned further agrees to provide a readily viewable, general disclaimer "This information is deemed reliable but not guaranteed" and that "the Data is provided from an authorized source" in connection with any publication of the Data. The undersigned agrees that the Data will not be commingled with any other data and agrees not to relicense or redistribute the Data, in whole or in part, to any third party, or to otherwise knowingly cause or allow any third party to the Data in a manner inconsistent with the terms and conditions of this Acknowledgement and Agreement as well as the conditions of the Broker's Agreement, unless expressly given permission to do so, in writing, signed by the Association.

Non-compliance with the Agreement will result in a 30 day suspension of the Data feed for a first time offense. Subsequent non-compliance will result in permanent loss of the MLS Data feed as well as subject to the unauthorized access fine as determined by the MLS Rules and Regulations. This Agreement will be subject to renewal on an annual basis.

Designated broker  
signature required

Dated: \_\_\_\_\_

\_\_\_\_\_  
Pamela S. Jabben, CEO

\_\_\_\_\_  
Broker Signature

Entered into on behalf of Consultant by:

\_\_\_\_\_  
Vendor Signature

Dan Dhly  
\_\_\_\_\_  
Printed Vendor Name

Title: Data & Compliance Manager  
\_\_\_\_\_

**YOU ARE AGREEING TO PROTECT THE INTELLECTUAL PROPERTY DATA YOU RECEIVE. NO USE OF THE DATA OTHER THAN INDICATED BY BROKER IS ALLOWED.**