

Instructions for Completing your IDX/MLS Search Registration with the Western Kentucky Regional MLS

Return completed paperwork
to IDXAdmin@z57.com or fax
to (858)-430-5599

The Western Kentucky Regional MLS requires its members obtain the IDX forms directly from them.

1. Please contact Pat Reed at the MLS to obtain the IDX paperwork via email pat.reed.mls@gmail.com or phone (270) 658-3958. **Please communicate that your IDX Vendor is Constellation Web Solutions.**
2. Complete their IDX paperwork process to request that Z57's IDX provider (**Constellation Web Services or CWS**) be authorized to provide IDX listings to display on your website.
3. If a signature is needed from the IDX Provider or IDX Vendor, then please submit the paperwork to IDXAdmin@z57.com or fax to (858) 430-5599.

CWS and Z57 will be notified when your IDX request is approved by your MLS, and your IDX will then be activated on your website. You will be notified via email once this process is complete, or if any additional information is requested from your MLS during the process.

MLS approval of IDX an application typically takes 2-3 weeks, but varies by MLS.