



Find a Non-Metrolist Member Agent ID

When changing a listing status to Sold a **Selling Agent ID**  is required



The screenshot shows a web form titled "Change to Sold". It contains several input fields and a dropdown menu. A blue callout "2" points to a link labeled "Find a Selling Agent" above a "Selling Agent ID" input field. An orange callout "1" points to the "Selling Agent ID" input field. Other fields include "Sold Price", "Sold Date", "Buyer Broker Paid By" (a dropdown), "Sold Terms" (a dropdown with options: Cash, Conventional, FHA, Lease Purchase), "Agent Name:", and "Company Name:". A "Refresh" button is located next to the "Selling Agent ID" field.

- Use the “**Find a Selling Agent**” link  to search for Metrolist Agent Members
- To enter a **Selling Agent ID** for an agent who is not a metrolist member, use the following **Selling Agent IDs**:
 - **PNMLS**: to indicate a selling agent who is a member of PPAR
 - **INMLS**: to indicate a selling agent who is a member of IRES
 - **ONMLS**: to indicate a selling agent who is not a member of Metrolist, PPAR, or IRES