

## Steps to Interboard with Cambridge Association of REALTORS® (CAOR):

- We require the Ontario Regional Data Form
  - This can be found by: going to WEBForms®2019, choosing the 3<sup>rd</sup> icon along the left hand side labelled "Forms" and clicking on "Cambridge Association of REALTORS®". It is the 2nd form named "MLS Property Information Form Residential Sale and Lease"
  - All room measurements (length x width) must be included as well as the level and piece count of all bathrooms!
  - Please fill in all darkened fields (mandatory fields) and write legibly
  - Please send completed Data Form to: <u>nicole@thecaor.com</u>
- We require a Printout of the Listing from your home board; please send to: nicole@thecaor.com
- We require at least 1 photo, however you may send up to 50; please send to: nicole@thecaor.com
- The cost is \$80 + HST which comes to: **\$90.40** in total
  - We accept E-transfer, cash or cheque ONLY. <u>NO CREDIT!</u>
    Should you choose E-transfer, please send funds to: <u>cambridge-admin@rogers.com</u>.. <u>Please include the property description and your name in subject line</u>

Revised 9/17/20