

HEARTLAND MLS FINE APPEAL FORM

Please Note: If you wish to appeal your fine, this form and all pertinent documentation must be received by Heartland MLS within 20 calendar days of the date at the top of the letter notifying you of the fine. The Heartland MLS Board of Directors has stipulated that your appeal cannot be reviewed if it arrives in the HMLS office after the 20th calendar day. There are no exceptions!

How to appeal?

- ▶ Complete & sign this form. Clearly & briefly state the reason for the late entry, etc.
- ▶ Make sure to have your broker sign at the bottom of this page.
- ▶ Include all pertinent documentation supporting the appeal.

Where to send the appeal?

- ▶ You may fax your appeal to **913-266-5932**.
- ▶ Or email it to Elaina at elainaL@heartlandmls.com.

What happens next?

- ▶ Your appeal will be reviewed by HMLS staff.
- ▶ You will be notified by email that the fine has been waived or the appeal has been denied based on guidelines provided to staff by the HMLS Directors.
- ▶ If your appeal is denied, you may choose to have it reviewed by the HMLS Board of Directors.
- ▶ After the Board of Directors reviews your appeal, you are again notified of the results by email.

Questions?

- ▶ Contact Elaina Lueker at 913-661-1600 ext. 440 or elainaL@heartlandmls.com.

▶ Date of Original Fine Letter: _____ Amount of Fine: _____ ML #: _____

▶ Property Address: _____

▶ The fine was for the following:

- Late entry of: ☐ New Listing ☐ Pending, Contingency, or Backup Status Change
☐ Back on Market Status Change ☐ Temporarily Off Market, Withdrawn or Canceled
☐ Sold Status Change
☐ Other HMLS Rule Violation

▶ Listing Agent: _____

▶ Office Name: _____

▶ Office Address: _____

▶ Agent Phone: _____ ▶ Office Code: _____

▶ Please provide a short statement as to why you feel the fine should be waived. You may use a separate page if needed.

This appeal must be signed by both the Participant/Broker and the Subscriber/Agent.

▶ Subscriber Signature: _____ ▶ Date: _____
(Agent)

▶ Participant Signature: Michele D. Bujak _____ ▶ Date: _____
(Broker)

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