

Buffalo Niagara Commercial Listing System (CLS) Frequently Asked Questions (FAQ'S)

1. Who can see listing expiration dates? CLS Administrator only.
2. What happens to listing data once a listing expires? It is destroyed by the CLS Administrator unless it is renewed prior to its expiration. If the listing is renewed after expiration, it must be re-submitted and re-entered.
3. Are all exclusive right listings of a Member required to be submitted to the CLS? Yes, unless specified in the CLS Rules as "Exempt."
4. Where are the CLS Rules & Regulations? Go to www.wnynyscar.com and also www.buffaloniagaraCLS.com (when it's up).
5. What is a Member? A CLS dues-paying licensed real estate broker or agent, or, a licensed appraiser. See User Access Guidelines, Exhibit B., Rules & Regulations
6. What is a Subscriber? Any dues-paying non-Member (see Rules for specific language) also see User Access Guidelines...
7. Who can market exclusive right listings on the public side of the CLS? Members.
8. Who can join the CLS as Subscribers? Developers, construction firms, and others who may have commercial real estate licensees on staff, are invited to join the CLS as Subscribers. Any Subscriber may upload property data for the Member side of the CLS, however, those wishing to have exposure of their real estate listings on the public side of the CLS must enter into an exclusive right listing agreement with a Member of the CLS.
9. Can Subscribers--such as developers, municipal economic development officials, banks, etc., upload property information on the private Member side of the CLS? Yes. However, this property information is not visible or accessible to other subscribers or the public. Access is limited to Members only. For access privileges of all users, see Exhibit B of the Rules.
10. How much does it cost? For fiscal year July 1, 2007 through June 30, 2008, the fee for Members and Subscribers is \$360. In the next fiscal year, July 1, 2008 through June 30, 2009, the membership fee will revert to \$480 per year per member or subscriber. Fees will be prorated quarterly for enrollment after start of fiscal year. WNY NYSCAR members deduct \$40.
11. Am I obligated for a specific period of time? Membership fees are non-refundable.

12. How many listings can I submit? There is no limit to the number of listings a member can submit as long as they are exclusive right listings and there are no additional fees. Subscribers also may upload for the Member view unlimited listings of available properties. Economic developers (EDG's) will be limited to 5 listings at a time.
13. What about training? Training sessions (3 hrs.) by Catalyst have been scheduled for all new members and subscribers and their office administrators during the month of August. Administrators, August 20. All other users, August 21-23, 2007. Anyone who joins after these dates will be trained by our Administrator (BNAR) at future scheduled sessions. Everyone must attend training before they will be issued their username and password. Contact the CLS Administrator's Office: c/o Ms. Rabia Fournier, 100 Sylvan Parkway, Suite 100, Amherst, NY 14228. Telephone: (716)636-9000 Ext. 109, rfournier@bnar.org.
14. Do I have to be a member of WNY NYSCAR to join the CLS? Not at this time, however NYSCAR members will receive a \$40 discount on membership dues. All CLS members will be bound by the Code of Ethics of NAR.
15. Will my listings get exposure beyond WNY? YES, both locally and nationally. For an overview of the Catylist network, go to www.wnynyscar.com .
16. Can I control who sees some of the data in my listing? Yes, you can password protect any confidential file attachment.
17. How long do I have to submit paperwork for each Exclusive listing entered into the CLS? Members have three business days to submit all required paperwork, but must upload the listing information into the System within 24 hours of receipt of the fully-executed exclusive right listing agreement. Refer to the CLS Rules & Regulations located on the WNY NYSCAR website, www.wnynyscar.com .