



**TO: WHOM IT MANY CONCERN**

**FROM: The Procedures Committee Coordinator**

**SUBJECT: OneKey® MLS Rules Complaint**

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Enclosed is an MLS Rules Complaint form which must be completed in its entirety, signed by the MLS Participant and returned to us along with a written statement and any supporting documentation in order for your complaint to be processed.

Rules Complaint Forms should be emailed to [support@onekeymls.com](mailto:support@onekeymls.com).

You will be notified once your complaint is processed. The MLS is not empowered to award damages. Complaints may only be filed against another MLS Participant.

If you have any questions regarding our complaint Form or the procedures for filing, please call the Customer Success Team at 888-663-5392.

**Sincerely,**  
**The Procedures Committee Coordinator**

# **OneKey® MLS**

## **RULES COMPLAINT FORM**

You must complete all the blanks. Please print clearly.

ML# \_\_\_\_\_ Listing Property Address \_\_\_\_\_

### **Section One: COMPLAINT (\*OneKey® MLS Participants Only)**

The Complainant alleges that Rules(s) \_\_\_\_\_ of the OneKey® MLS Rules & Procedures has been violated.

### **Section Two: WRITTEN STATEMENT**

Attach a typed written or printed statement which explains in detail the facts which support a violation of the Rule(s) alleged in this Complaint.

### **Section Three: PENALTIES**

If found in violation, Respondent may be reprimanded, required to take remedial courses, fined, or any combination of these. In special circumstances, a suspension or termination may also result.

### **Section Four: COMPLAINTS FILED ELSEWHERE**

Are the circumstances giving rise to this Rules Complaint involved in any Ethics proceeding before a Realtor Association Professional Standards Committee?

Yes \_\_\_\_\_ No \_\_\_\_\_

### **Section Five: STATEMENT OF TRUTH**

This Complaint is true and correct to the best knowledge and belief of the undersigned.

### **Section Six: PARTIES**

<b><u>COMPLAINANT(S)</u></b>	<b><u>RESPONDENT(S)</u></b>
<b>*Must be a Participant of OneKey® MLS</b>	<b>*Must be Participant of OneKey® MLS</b>
Name of Participant	Name of Participant
Firm Name	Firm Name
Address	Address
Daytime Phone	Daytime Phone
E-Mail	E-Mail

Signature of Complainant \_\_\_\_\_

