

Most Common Data Violations

RLS compliance ensures clean data. Below is a list of the most common violations that occur and are communicated to members through our email notification process:

- Incorrect Expiration Date
- Incorrect Commission Type
- Incorrect Lease Term
- Incorrect Co-Broke Agreement Type
- New Development, Yes or NO
- Incorrect Common Charges
- Incorrect Monthly Tax Amount
- Incorrect Percentage for Common Elements - Condo
- Incorrect Percentage for Maximum Financing
- Incorrect Flip Tax Information
- Incorrect Building Amenities
- Incorrect Pet Policy - Unit
- Incorrect Pet Policy - Building
- Incorrect Legal Rooms Count
- Incorrect Lobby Attendant Information
- Incorrect Legal Bedroom Count
- Incorrect Legal Bathroom Count
- Incorrect Amenities - Unit
- Missing Listing
- Missing Pictures
- Missing Open House
- Incorrect Listing Type
- Personal Information in the Description







Please note, this is not an exhaustive list of every data violation that could result in a fine, but a guideline to help members be more vigilant when submitting listings to the RLS.

Important Note: This overview should not be construed as offering or providing legal advice in any form. The information contained herein is for informational purposes only and is not intended to be exhaustive or complete. This document is not intended to replace the reader's need to speak with their own legal counsel regarding the issues presented. All readers should seek independent legal advice where they have specific legal questions pertaining to specific legal circumstances or where otherwise appropriate.

Notification Process

To avoid fines, take immediate action. Correct the violation as soon as you receive the first notice.

Important Tip: Add noreply@tlcengine.com to your safe senders list so you never miss a notification from the RLS.

THE NOTIFICATION PROCESS		FAIR HOUSING NOTIFICATION PROCESS	
 COURTESY NOTICE	<ul style="list-style-type: none"> • Broker A & Agent receive email notice • No fines are issued 		
<p>The Agent has three days to correct the listing.</p>			
 SECOND NOTICE	<ul style="list-style-type: none"> • Broker A & Agent receive email notice • A fine is issued for sales* • A fine is issued for rentals* 		
<p>The Agent has two days to correct the listing & pay the fine.</p>			
 THIRD NOTICE	<ul style="list-style-type: none"> • Broker A & Agent receive email notice • A second fine is issued for sales* • A second fine is issued for rentals* 		
<p>The Agent has one day to correct the listing & pay the fine.</p>			
 SUSPENSION NOTICE	<ul style="list-style-type: none"> • Broker A & Agent receive a final email • The Agent's access to RLS is suspended • The Broker A is responsible to correct the violation and re-assign the suspended agent's listings • The Agent is responsible for all fines • A fine must be paid to be reinstated 	 VIOLATION NOTICE & IMMEDIATE FINE	<ul style="list-style-type: none"> • Your listing content has a violation of Fair Housing Laws • Broker A & Agent receive email notice • A fine is issued for Sales* • A fine is issued for Rentals*
<p>The Agent has two days to correct the listing & pay the fine.</p>		 SUSPENSION NOTICE	<ul style="list-style-type: none"> • Broker A & Agent receive a final email • The Agent's access to RLS is suspended • The Broker A is responsible to correct the violation and re-assign the suspended agent's listings • The Agent is responsible for all fines • A fine must be paid to be reinstated
<p>The Agent has one day to correct the listing & pay the fine.</p>		<p>The Agent has two days to correct the listing & pay the fine.</p>	
<p><i>*Please see the UCBA for applicable fines.</i></p>		<p><i>*Please see the UCBA for applicable fines.</i></p>	

Fine Structure

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Fines will be enforced starting **Tuesday, December 1, 2020.**

UCBA and/or Listing Data Compliance Policy Violations

For both Sales and Rental Listings:

	Days Left to Correct Listing	Penalty
1st Notification	Three (3) business days	\$0
2nd Notification	Two (2) business days	\$250
3rd Notification	One (1) business day	\$250
4th Notification		Termination of RLS access, no additional fine

Fair Housing Act Violations

For both Sales and Rental Listings:

	Days Left to Correct Listing	Penalty
1st Notification	Two (2) business days	\$250
2nd Notification		Termination of RLS access, \$500

GET IN TOUCH:

Email: rlssupport@rebny.com | Phone: 212-616-5270 | Visit us online: rls.zendesk.com/hc/en-us

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