HOW TO RESUBMIT A DATA LICENSE REQUEST

The MLS Grid provides a standardized API data feed from participating MLSs to registered data consumers. Follow the steps below to resubmit a data license request to the MLS after they have requested changes and you have completed those changes.

LOG IN TO YOUR MLS GRID ACCOUNT

1. Log in to your MLS Grid account at app.mlsgrid.com.

2. Click Manage Subscriptions in the left sidebar menu.

3. Click the blue button below the summary of your existing data subscription to Edit the Data Subscription Details.

4. On the View Subscription page click on the Licenses tab to see a list of Data License Requests you have sent to your Broker or Agent customers.

LOCATE THE DATA LICENSE REQUEST

1. Locate the license for your Broker or Agent customer you wish to resubmit to the MLS for approval. This can be done by scrolling or paginating through the list; **OR** by using the dropdown Licenses menu to narrow results; **OR** by the typing information into the search field.

2. Once you have located the name of your Broker or Agent customer please click on their name. On the License Overview page you will see a timeline and status for the steps in the licensing process.

RESUBMIT DATA LICENSE REQUEST TO THE MLS

1. Before resubmitting a Data License Request to the MLS, please make sure you have completed any changes the MLS requested.

2. To resubmit a Data License Request to the MLS after making MLS directed changes please click on the Resubmit to MLS button.

3. The MLS will again be notified of your Data License Request and can approve pending review of the requested changes.

4. Once the MLS has approved your Data License Request, you will be notified to log in to you MLS Grid account and finalize this new license for your Broker or Agent customer.