

## 4 Flexmls Field Changes Rolling Out the Week of December 2nd

### 1. Make Frontage Type and View Type **(Required)**

Flexmls now requires *Frontage Type* and *View Type* for all new and edited listings. These fields are especially important for golf and waterfront properties; if a listing does not have a specific frontage or view, simply select 'Other.' This update supports consistent data entry, enhances search accuracy, and improves overall listing quality across our MLS.

- **Property Type:** Residential, Residential Rentals, Multifamily, and fractional Ownership
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### 2. Serial # if Lockbox: **(Required)**

A new requirement has been added if a Sentrilock or Supra lockbox is used, the Serial Number must be entered. This update improves tracking and auditing of lockboxes for Associations, Supra and Sentrilock. **Land listings are excluded from this requirement.**

- **Property Type required:** Residential, Residential Rentals, Multifamily, and fractional Ownership
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### 3. Require Room Names for All Rooms: (Required)

To improve listing accuracy and reduce missing room details, Hive MLS will now require every room counted in the 'Room #' field to include a corresponding room name and location. If a listing reports 5 rooms, all 5 must be properly identified. This rule ensures clearer property information and more consistent data for brokers and consumers.

#### **Requirements:**

1. Number of rooms
  2. Then add the names of the rooms that match the number of rooms entered
- **Property Type required:** Residential, Residential Rentals, Multifamily, and fractional Ownership

#### **What is a "room"? It must be:**

- Habitable
- Finished
- Intended for living, sleeping, eating, or relaxing
- Not merely circulation or utility space
- Foyers and laundry rooms don't meet this definition.

**Rooms That are Not Counted:** These are not counted as part of a "room count" in almost every MLS:

#### **Foyers**

- Not counted as a stand-alone room
- Treated as circulation space
- Included in SQFT only if finished and meets ceiling height requirements

#### **Laundry rooms**

- Not counted as rooms
- Treated as functional utility spaces
- Still listed as features (e.g., "main-level laundry," "laundry room")

#### **Other non-room areas not counted**

- Hallways
- Closets
- Mudrooms
- Storage rooms
- Mechanical rooms
- Pantries
- Garages
- Unfinished basements
- Attics (unless fully finished and permitted)

#### 4. Stories/Levels: (Required)

**Stories/Levels:** The previous 'Stories/Levels' field has been removed and replaced with two clearer fields: *Stories* and *Levels*. A new 'Levels' field now appears under Property Interior Info for Residential and Residential Lease listings, recording the number of interior living levels (excluding basements). This change improves clarity and ensures more accurate reporting of a property's layout.

#### **Property Interior Info – New Field: “Levels”**

Used for residential and residential-lease listings. This field records the number of interior living levels in the property (excluding basements).

#### **Levels**

Indicates how many interior living levels the property has—for example: *One Level, Two Levels, Three or More Levels, Loft*. A “level” refers to a distinct horizontal floor of interior living space, not including basements.

#### **With the following list of drop downs. (select one)**

- One
- One and One Half
- Two
- Three Stories or More
- Multi-Split

**New Detail Group “Stories Total”:** The total number of floors in the building. In the case of multi-dwelling structures, this is the entire structure and not the individual dwelling being sold.

**New Detail Group “Entry Level”** A numeric field that describes the level within the structure, SFR or a unit in a building, where the main entry to the dwelling is located. When a unit has one floor it is implicit that this is also the level of the unit itself.

**Property Type required:** Residential, Residential Rentals, Multifamily, and fractional Ownership