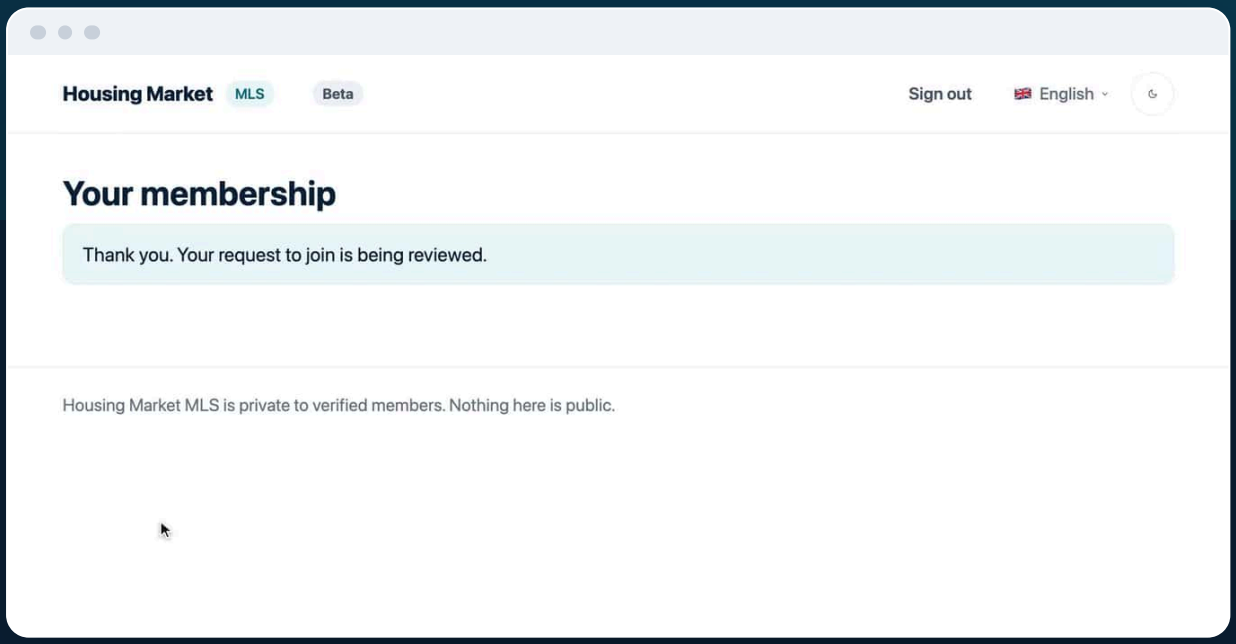
HOUSING MARKET GROUP

HOUSING MARKET GROUP

Housing Market MLS Handbook

For agents, brokers and developers

Edition November 2026



A Housing Market Group product · housingmarketmls.com

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Housing Market MLS Handbook · Edition November 2026

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WHAT WORKS TODAY The steps in this handbook show what works today. Currently updating: sending listings to Housing Market Cloud websites, automatic translation of listings and projects, floor plan, price list and brochure uploads, and outreach campaigns for developers.

PART 1

Joining Housing Market MLS

1 Create your account and ask to join

2 Confirm your email address by link

3 Log in or reset your password

4 Get identity verified

1 CHAPTER 1

Create your account and ask to join

Free account | For agents, brokers and developers | Watch the video

STEP BY STEP

1 **Housing Market MLS** is a private network for agents, brokers and developers. It is **free to join**.

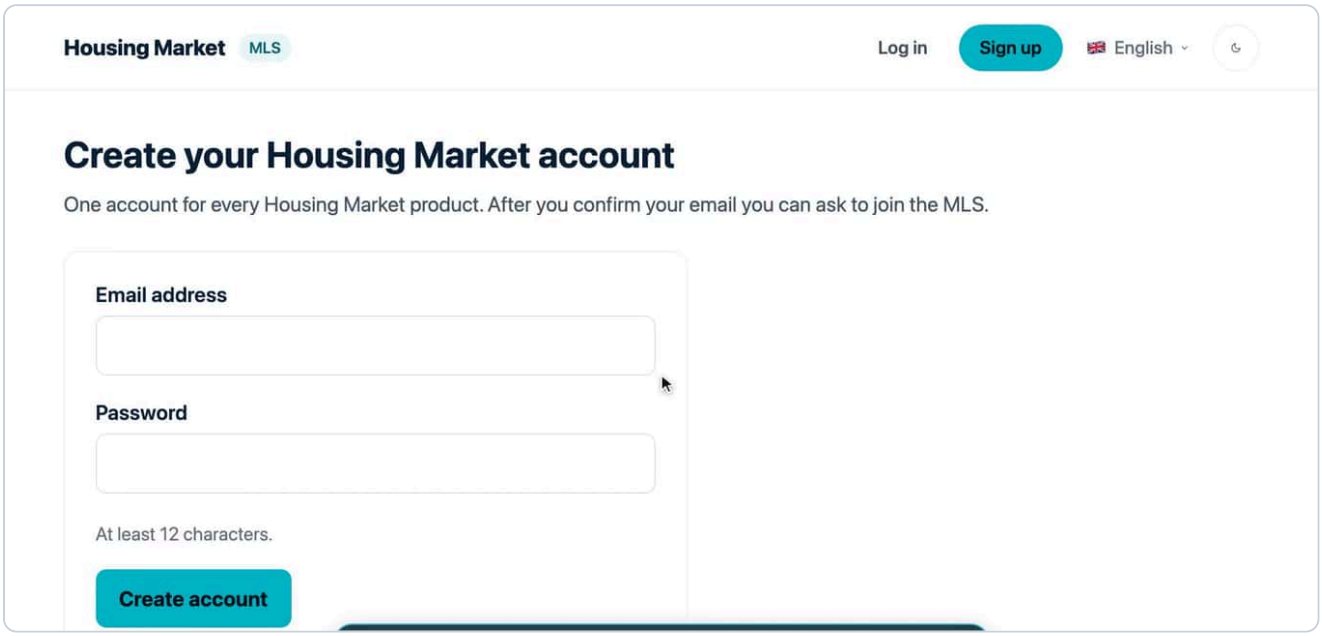


Figure 1.1 · Screen recorded 5 November 2026

2 Start by creating your **Housing Market account**: one account for every Housing Market product.

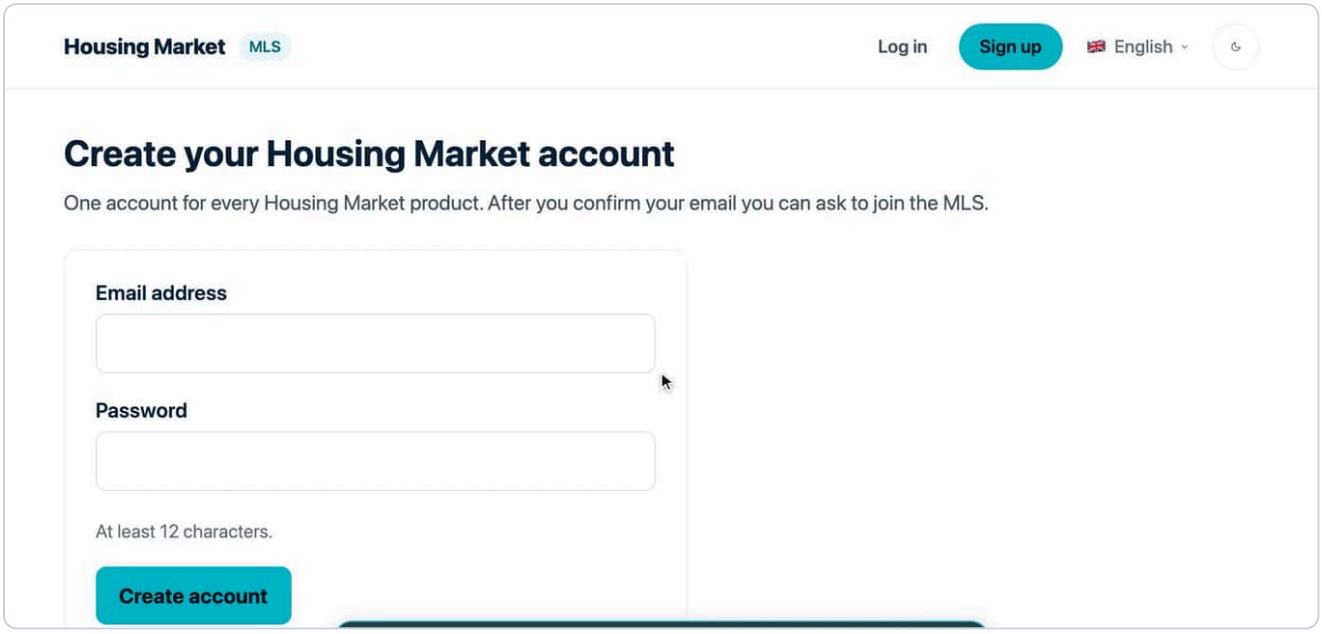


Figure 1.2 · Screen recorded 5 November 2026

3 Enter your **email address**.

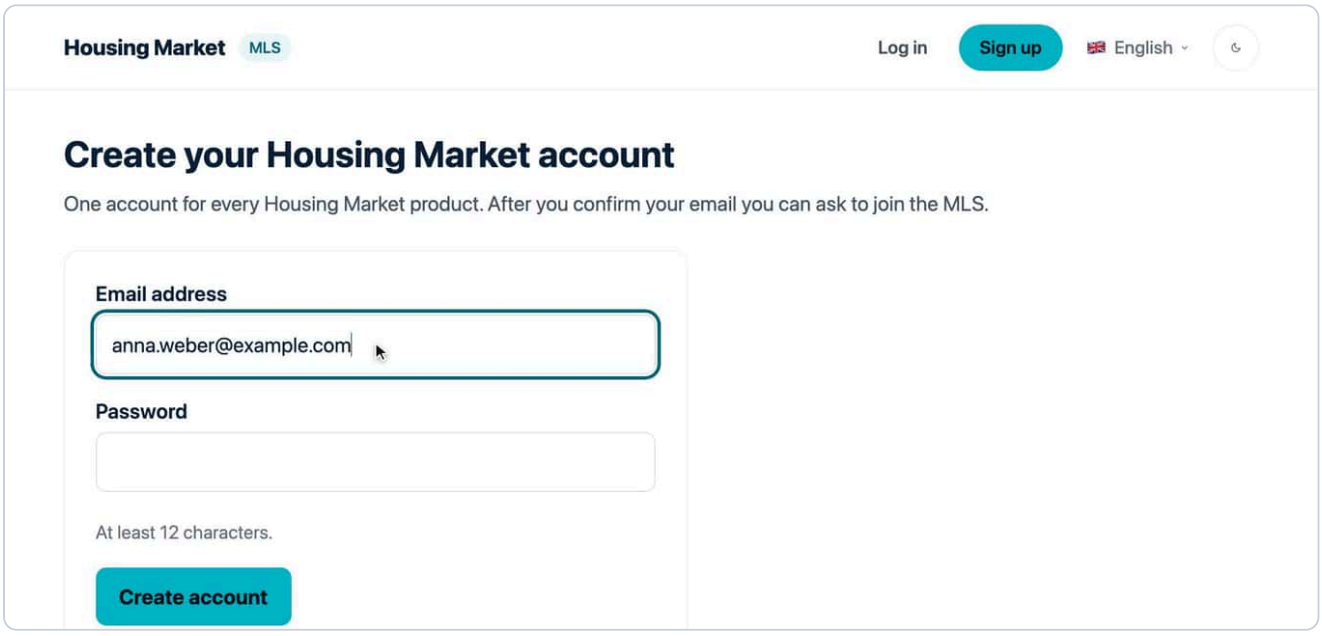


Figure 1.3 · Screen recorded 5 November 2026

4 Choose a **password**, at least 12 characters.

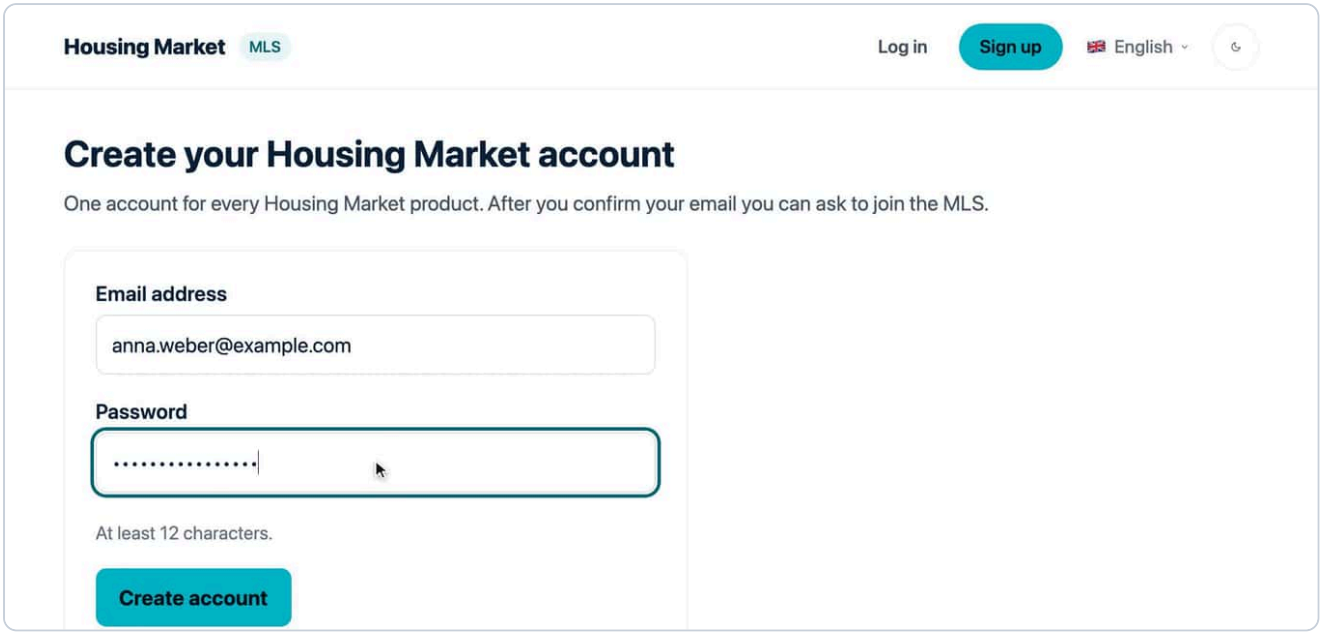


Figure 1.4 · Screen recorded 5 November 2026

5 Select **Create account**.

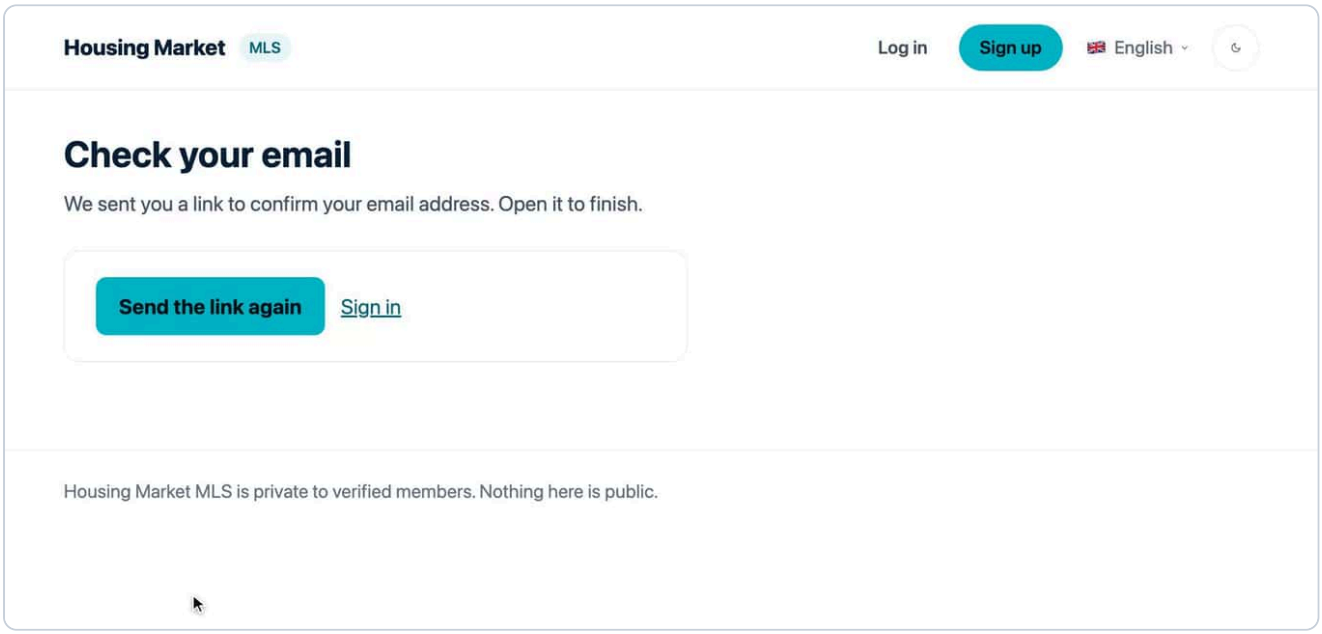


Figure 1.5 · Screen recorded 5 November 2026

6 We email you a **link** to confirm your address. There is **no code** to type.

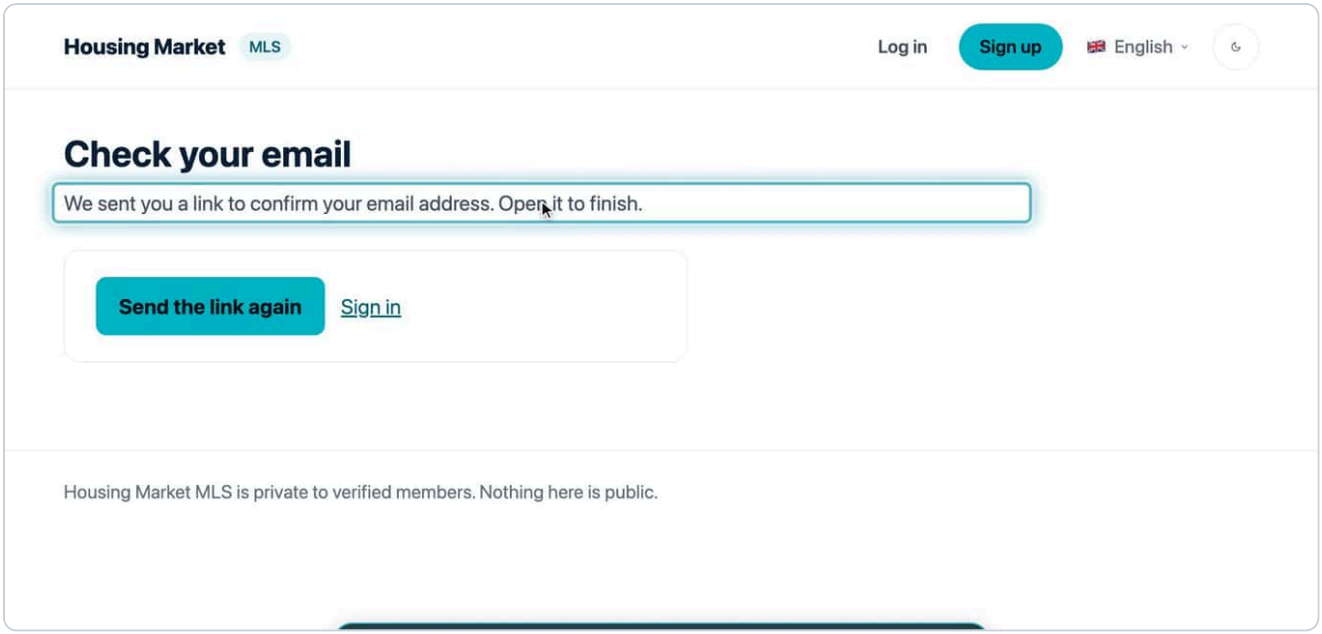


Figure 1.6 · Screen recorded 5 November 2026

7 If it does not arrive, you can **send the link again**.

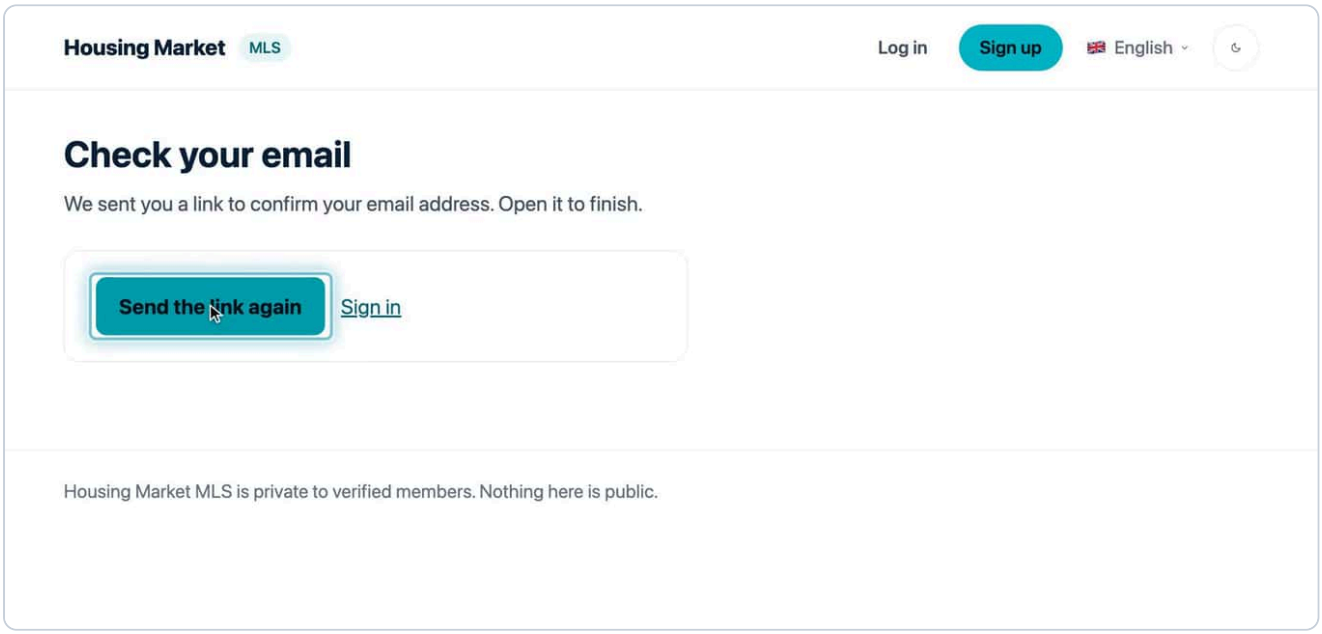


Figure 1.7 · Screen recorded 5 November 2026

8 Open the link in your email, then **sign in**.

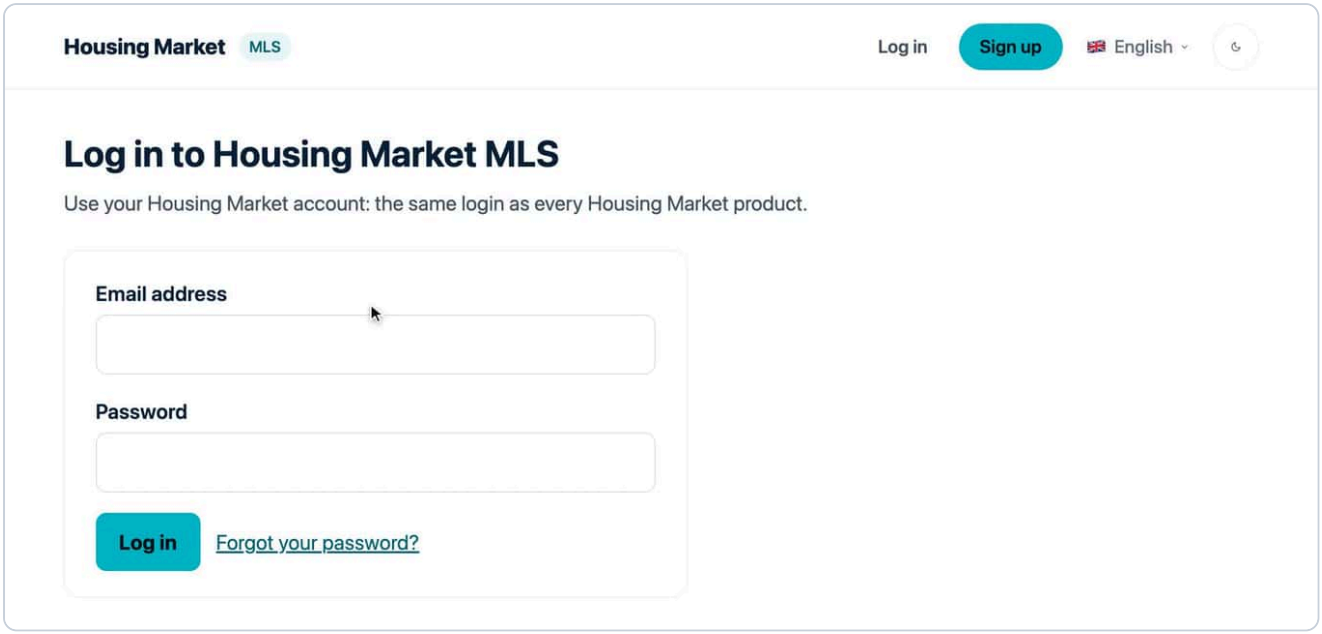


Figure 1.8 · Screen recorded 5 November 2026

9 Use your **Housing Market account**: the same login as every product.

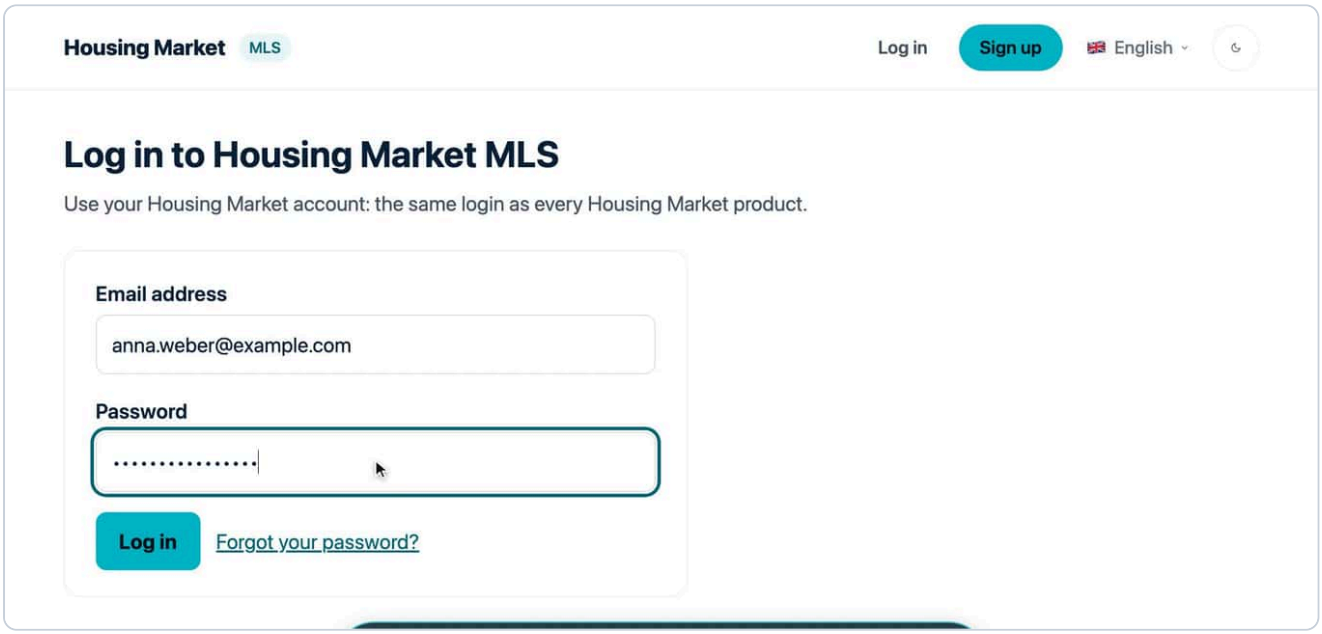


Figure 1.9 · Screen recorded 5 November 2026

10 Select **Log in**.

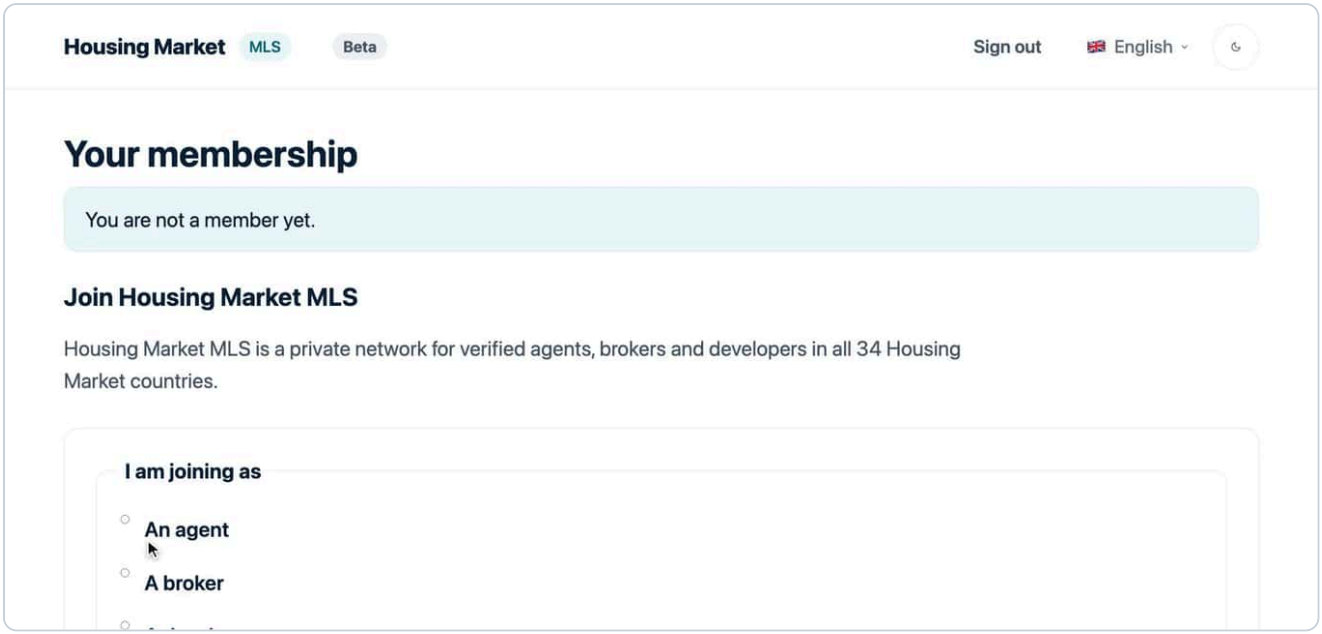


Figure 1.10 · Screen recorded 5 November 2026

11 Your **membership** page says you are not a member yet.

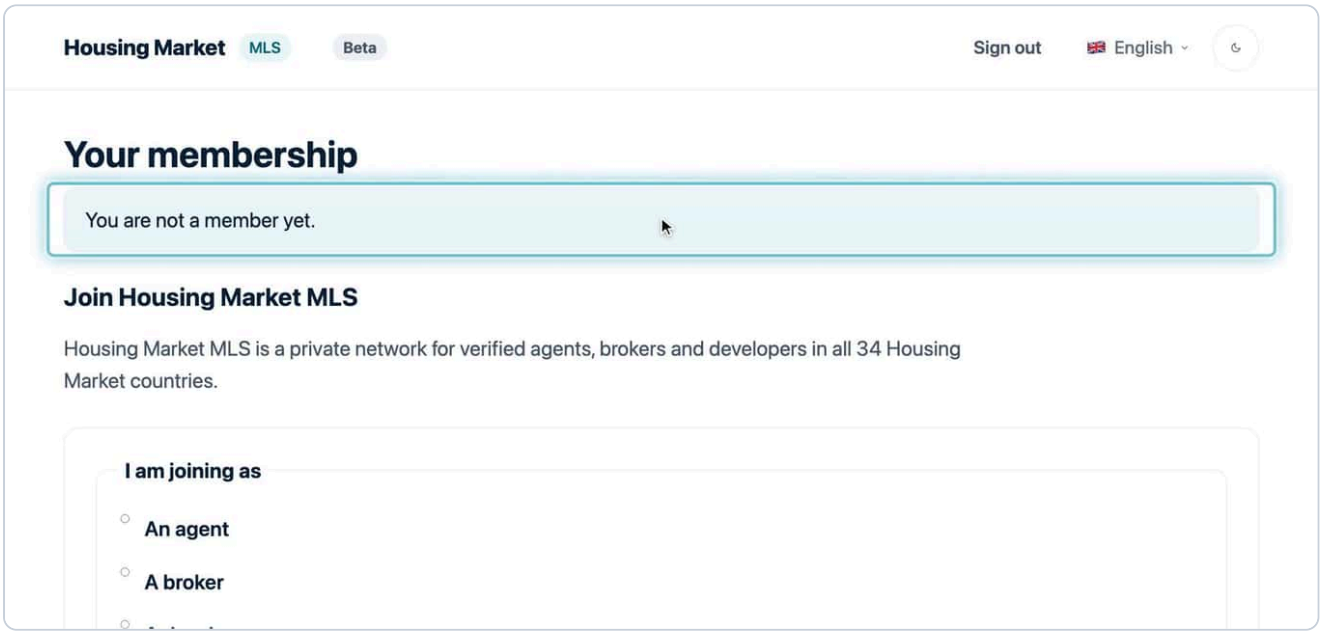


Figure 1.11 · Screen recorded 5 November 2026

12 Choose how you are joining: an **agent**, a **broker** or a **developer**.

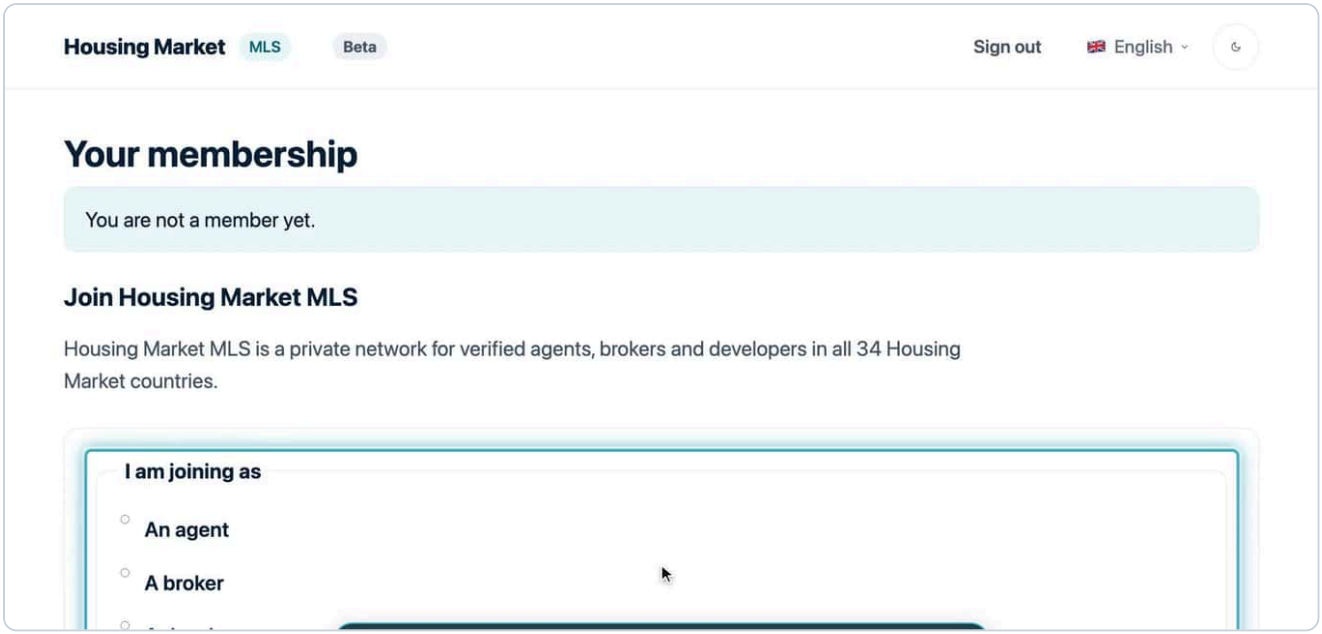


Figure 1.12 · Screen recorded 5 November 2026

13 We choose **An agent**.

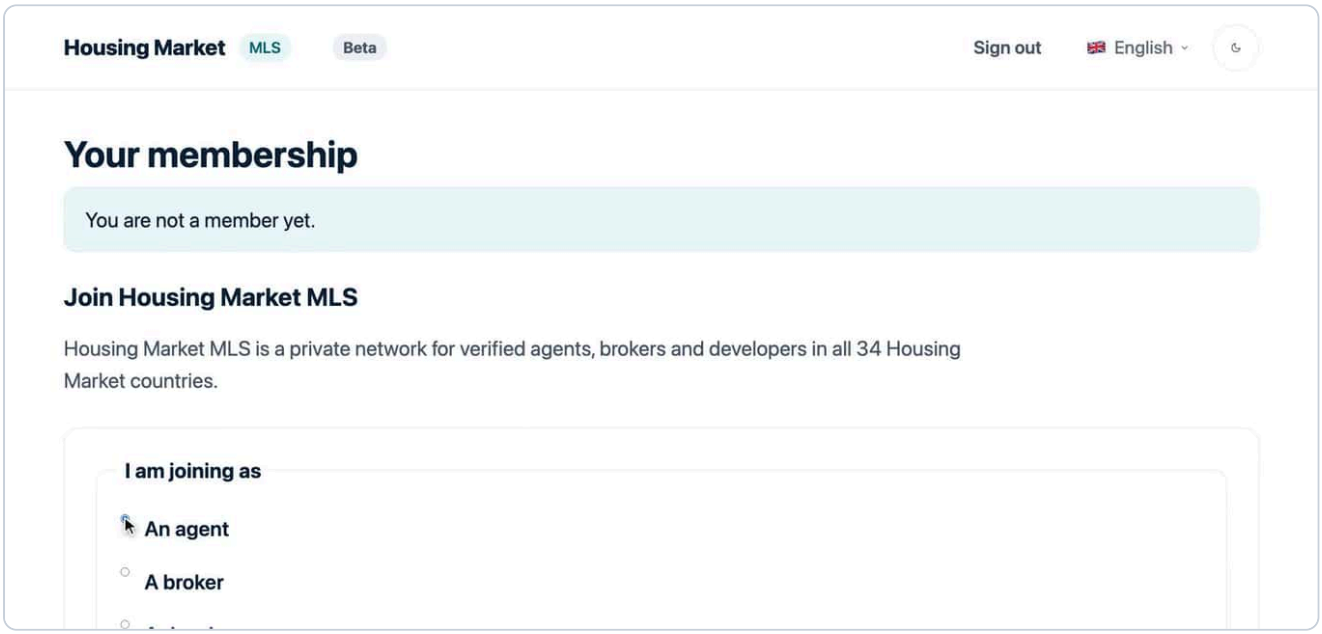


Figure 1.13 · Screen recorded 5 November 2026

14 Pick your **home country**. You choose one.

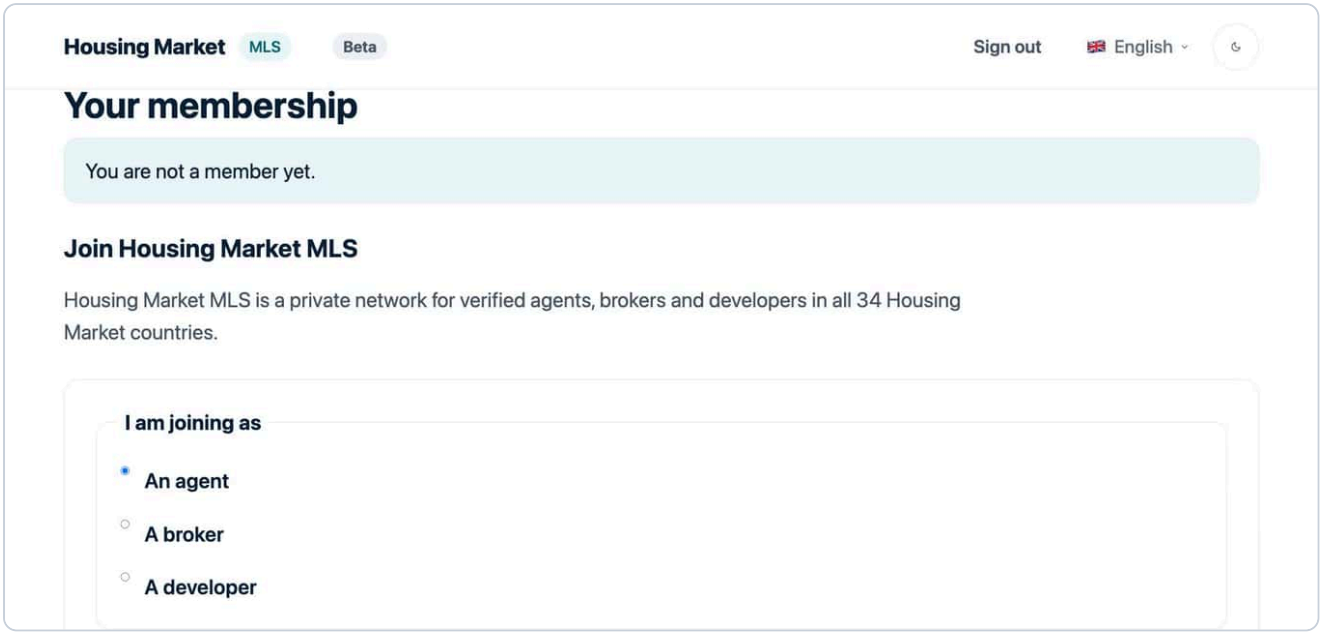


Figure 1.14 · Screen recorded 5 November 2026

15 Select **Ask to join**.

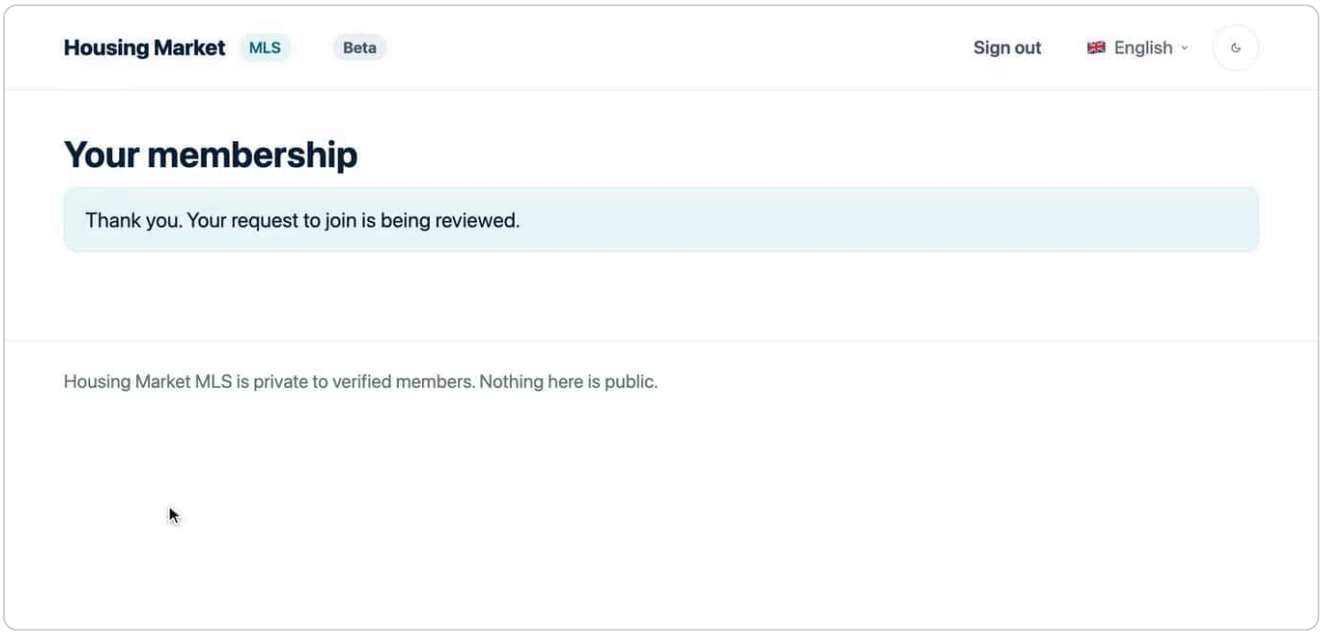


Figure 1.15 · Screen recorded 5 November 2026

16 Your request is **being reviewed**. When your membership is active, you complete **identity verification**.

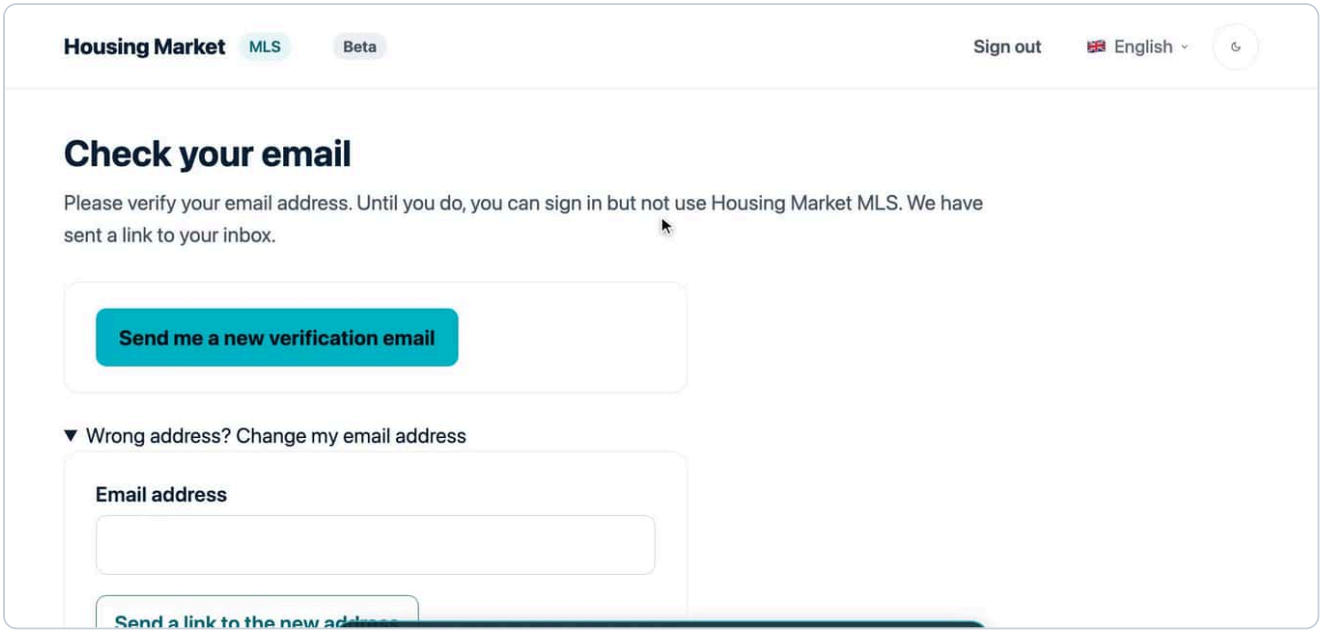


Figure 1.16 · Screen recorded 5 November 2026

17 Not confirmed yet? You can sign in, but not use the MLS until you do.

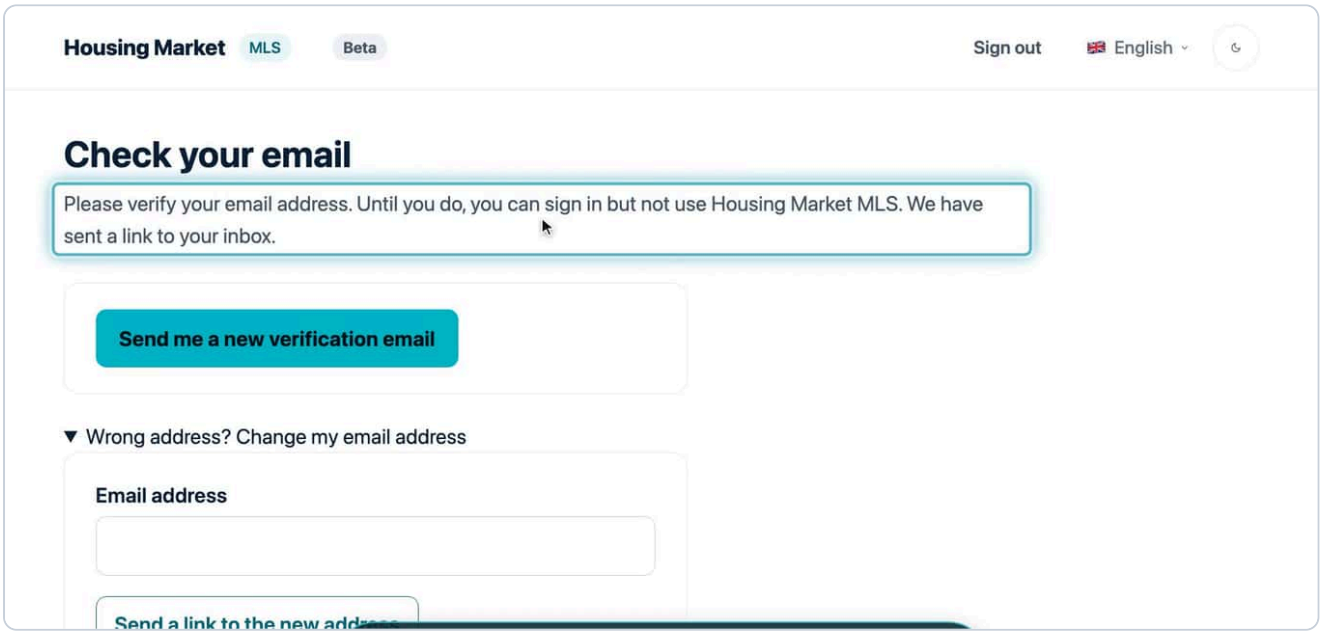


Figure 1.17 · Screen recorded 5 November 2026

18 **Send me a new verification email** at any time or **change the address** if it was wrong.

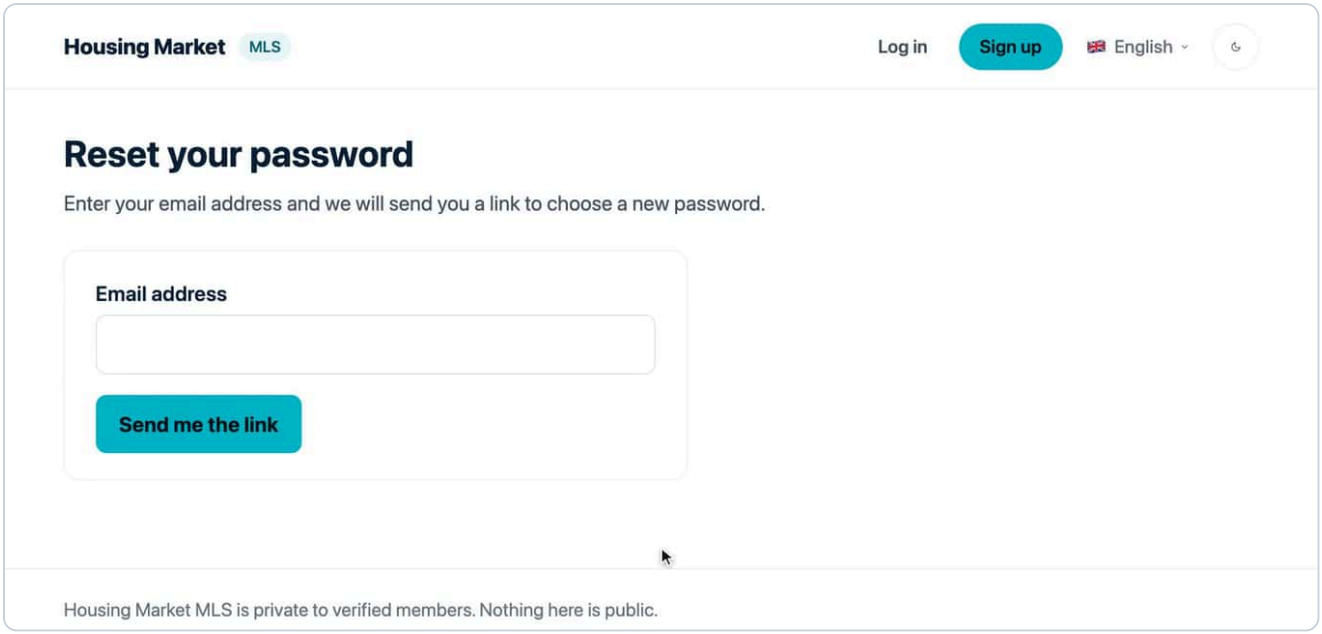


Figure 1.18 · Screen recorded 5 November 2026

19 Forgot your password? The reset also arrives as a **link**.

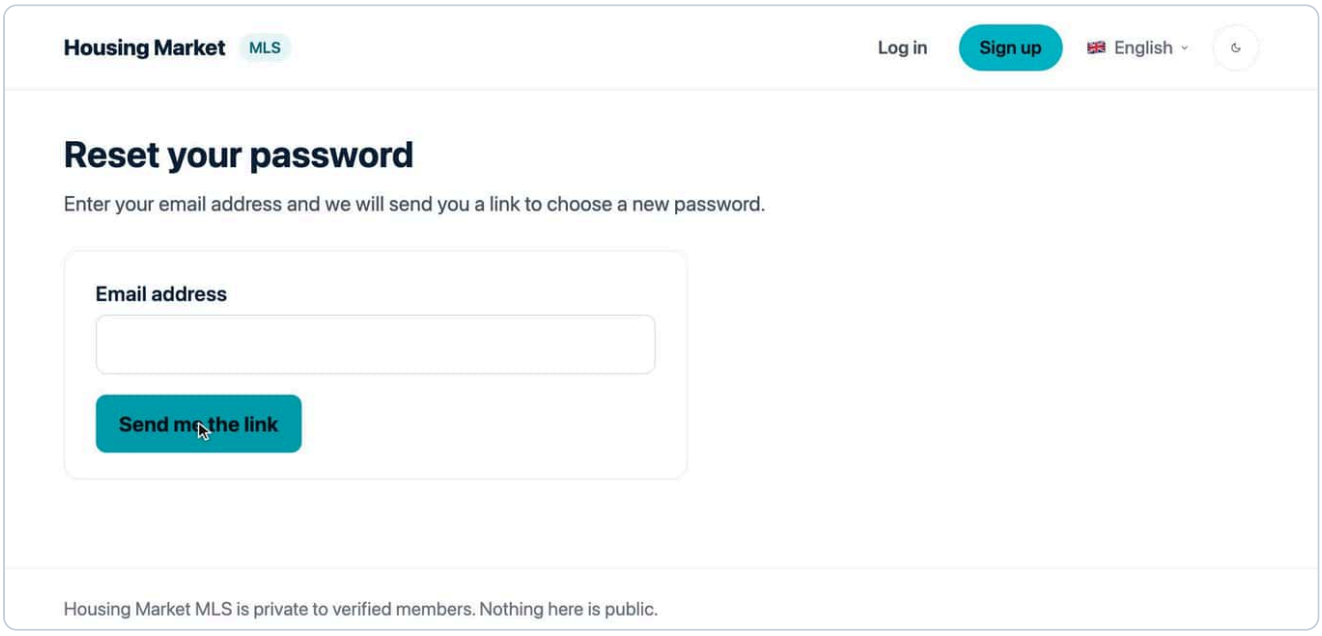


Figure 1.19 · Screen recorded 5 November 2026

2 CHAPTER 2

Confirm your email address by link

Free account | For agents, brokers and developers | Watch the video

STEP BY STEP

1 Until you confirm your address, you can **sign in** but not use Housing Market MLS.

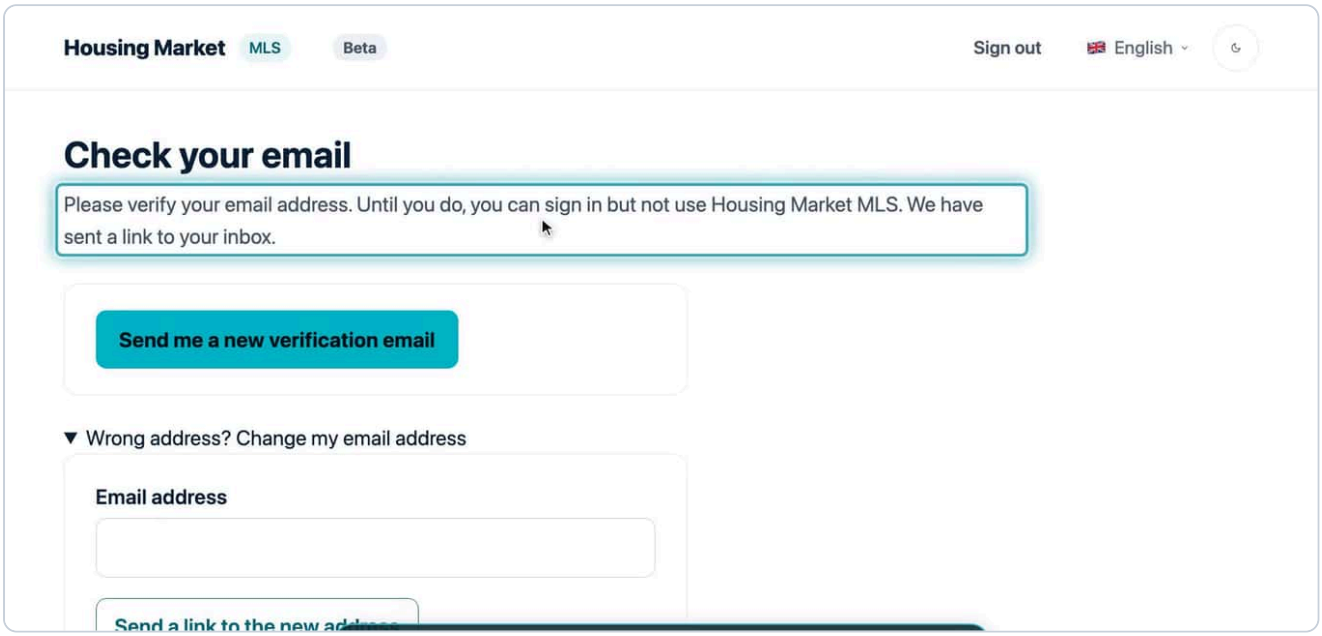


Figure 2.1 · Screen recorded 5 November 2026

2 We email you a **link**. There is **no code** to type.

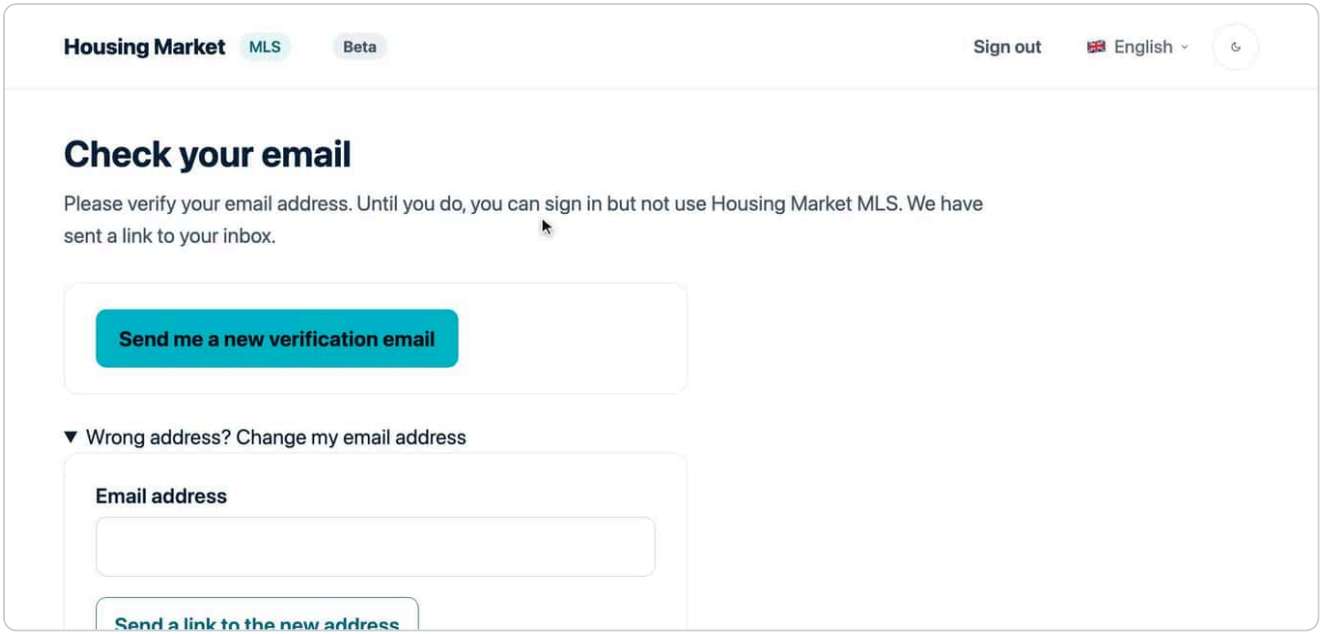


Figure 2.2 · Screen recorded 5 November 2026

3 The link did not arrive? **Send me a new verification email** at any time.

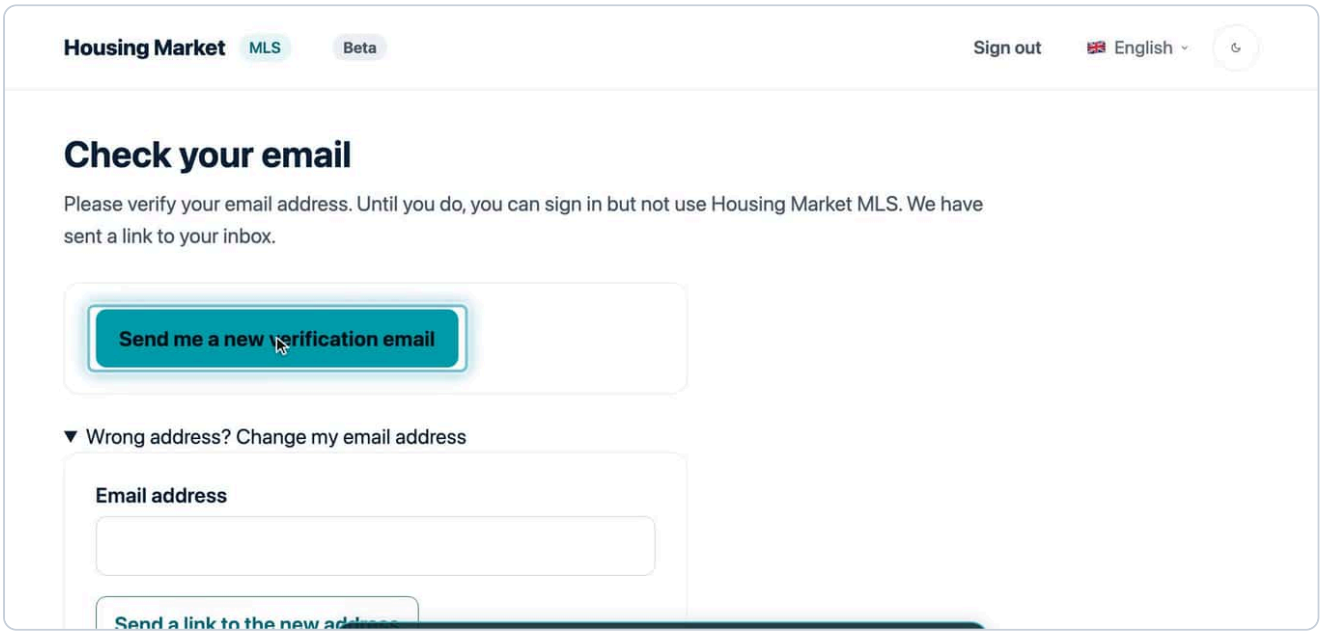


Figure 2.3 · Screen recorded 5 November 2026

4 Typed the wrong address? **Change my email address** enter the right one.

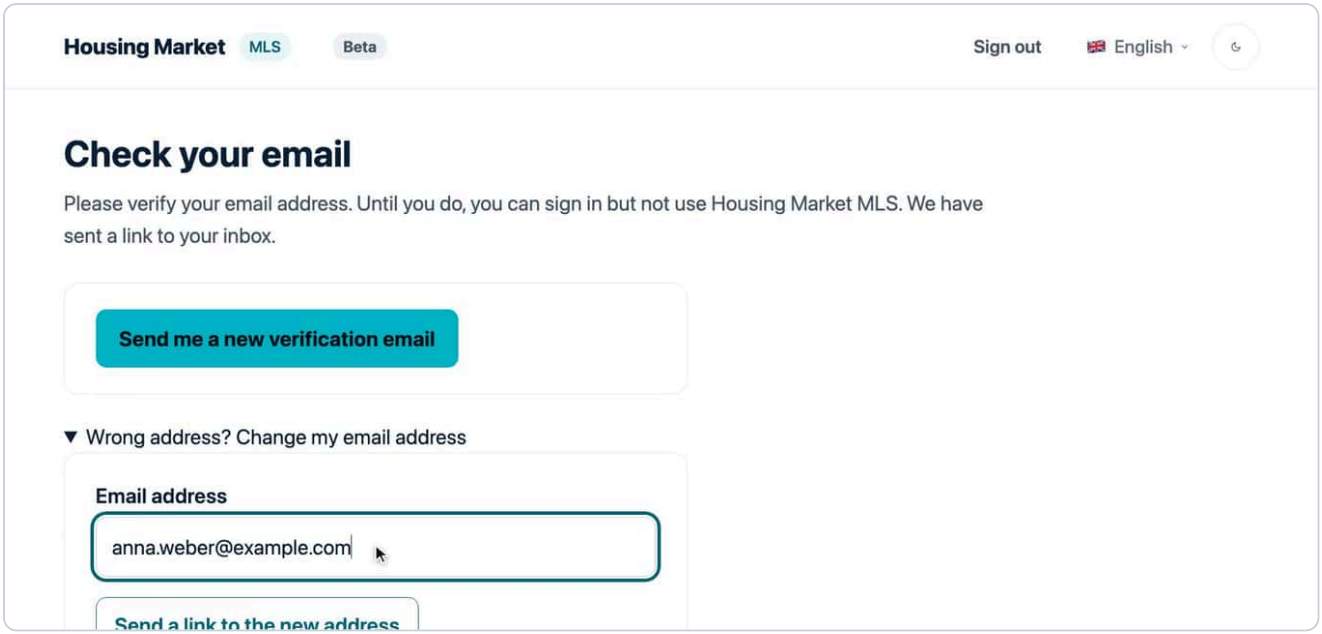


Figure 2.4 · Screen recorded 5 November 2026

5 and we send a link to the **new address**.

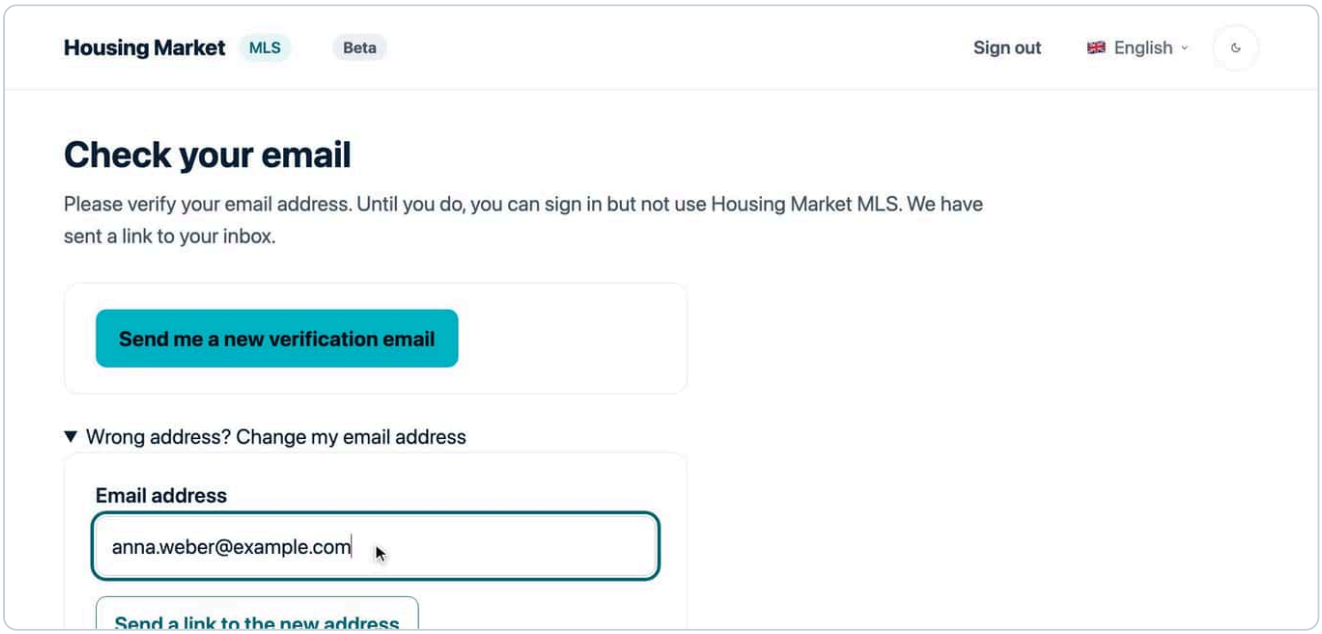


Figure 2.5 · Screen recorded 5 November 2026

3 CHAPTER 3

Log in or reset your password

Free account | For agents, brokers and developers | Watch the video

STEP BY STEP

1 Use your **Housing Market account**: the same login as every Housing Market product.

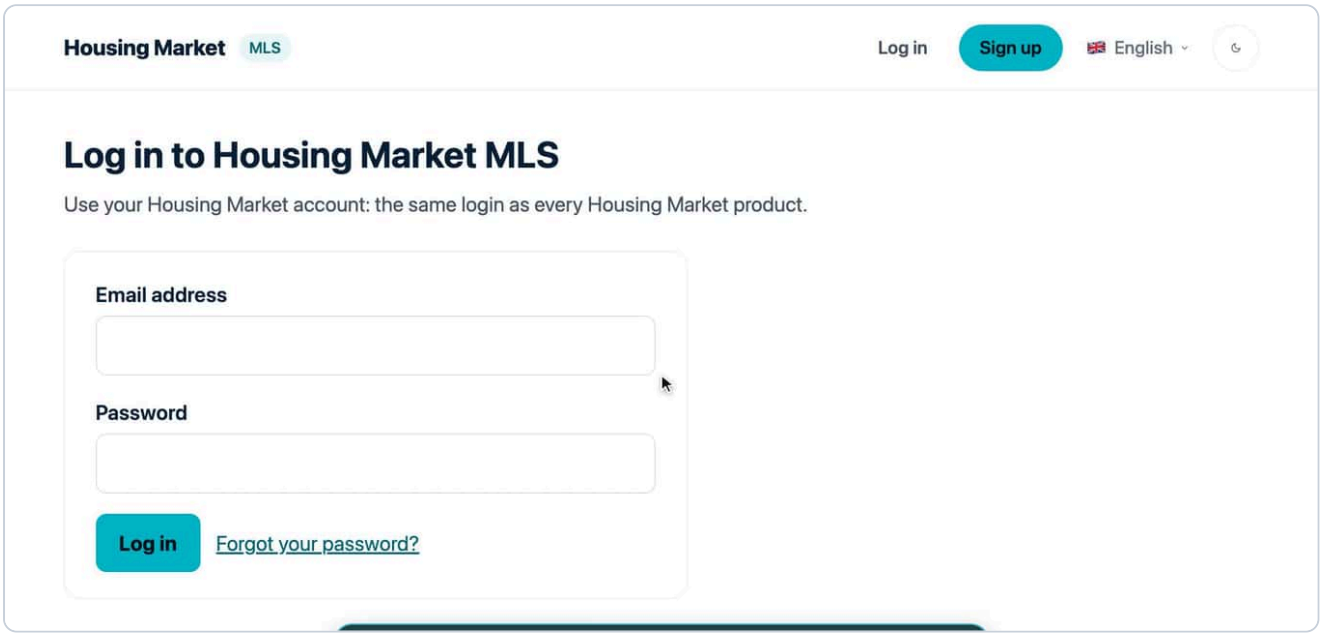


Figure 3.1 · Screen recorded 5 November 2026

2 Enter your **email address**.

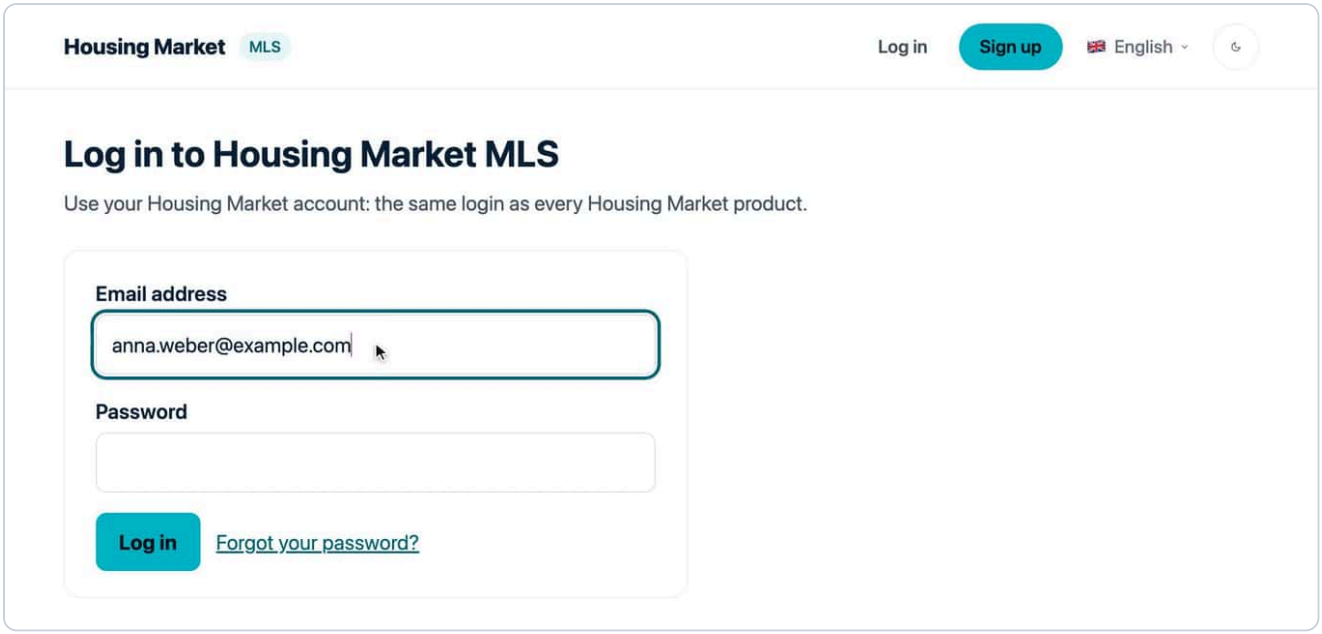


Figure 3.2 · Screen recorded 5 November 2026

3 Enter your **password**.

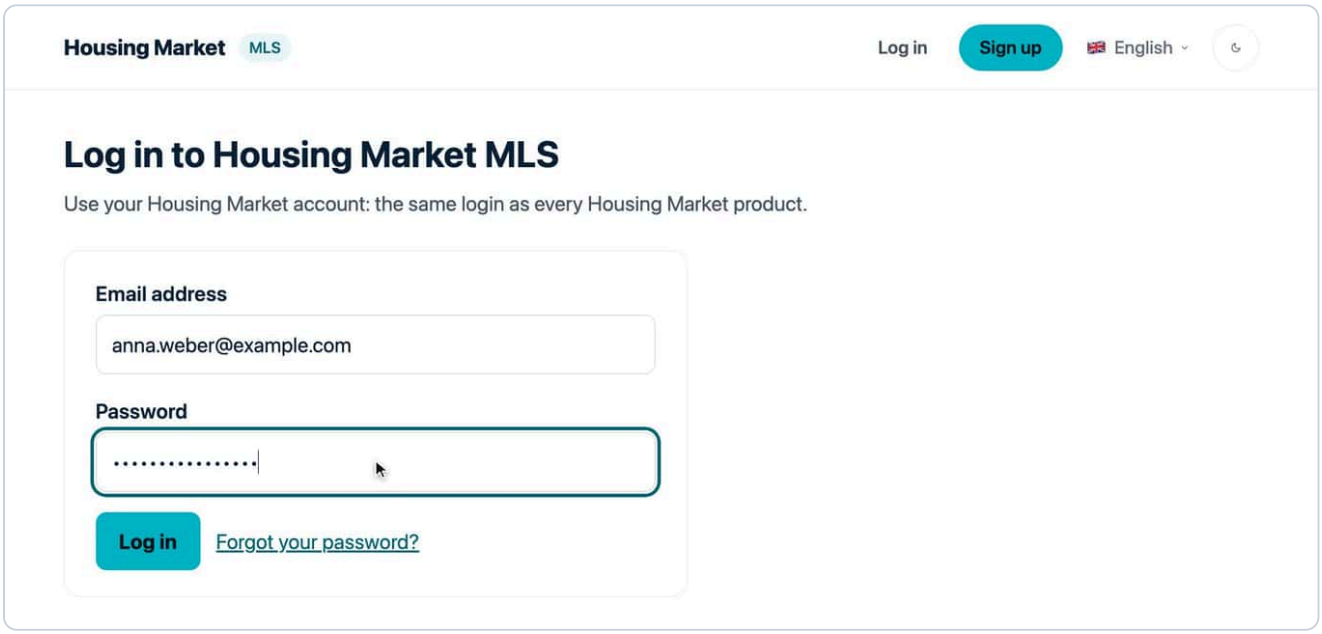


Figure 3.3 · Screen recorded 5 November 2026

4 Select **Log in**.

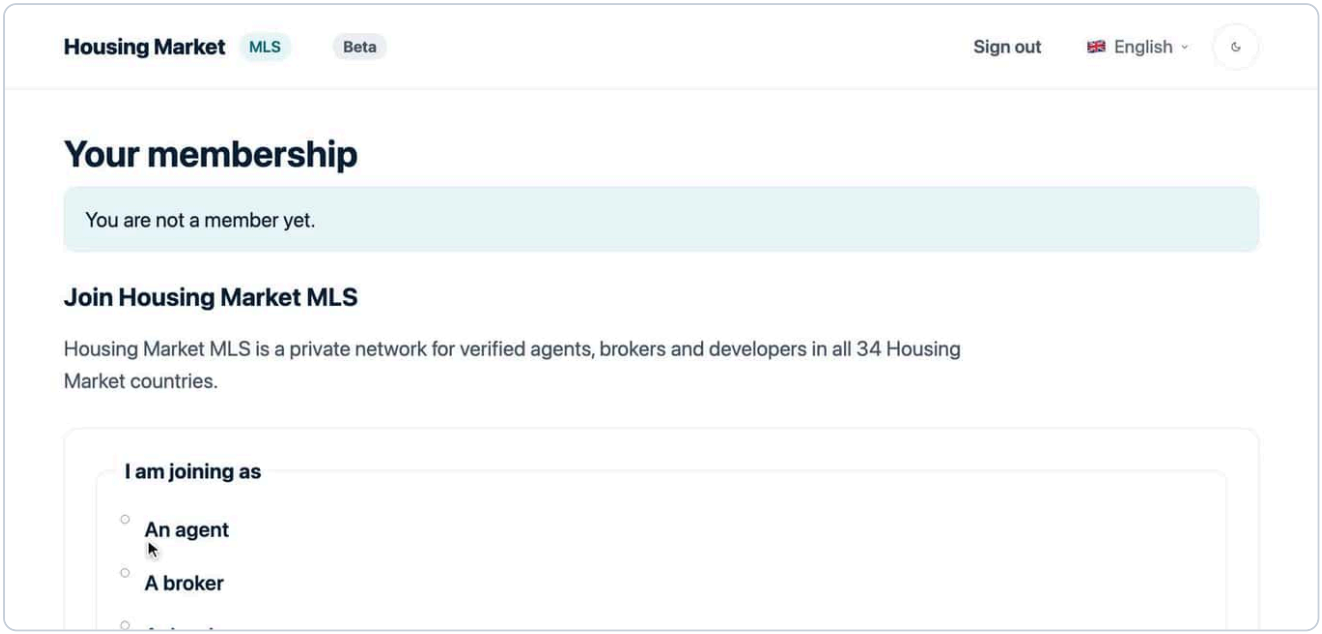


Figure 3.4 · Screen recorded 5 November 2026

5 You arrive on your **membership** page.

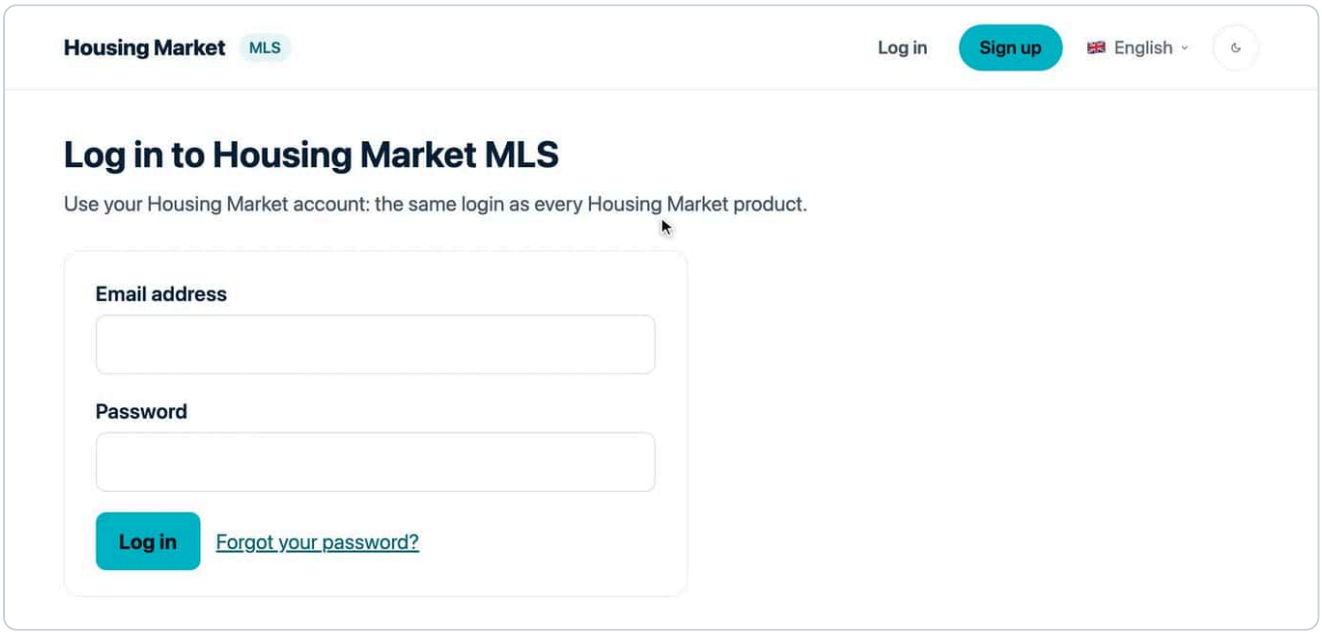


Figure 3.5 · Screen recorded 5 November 2026

6 Forgot your password? Select **Forgot your password?**

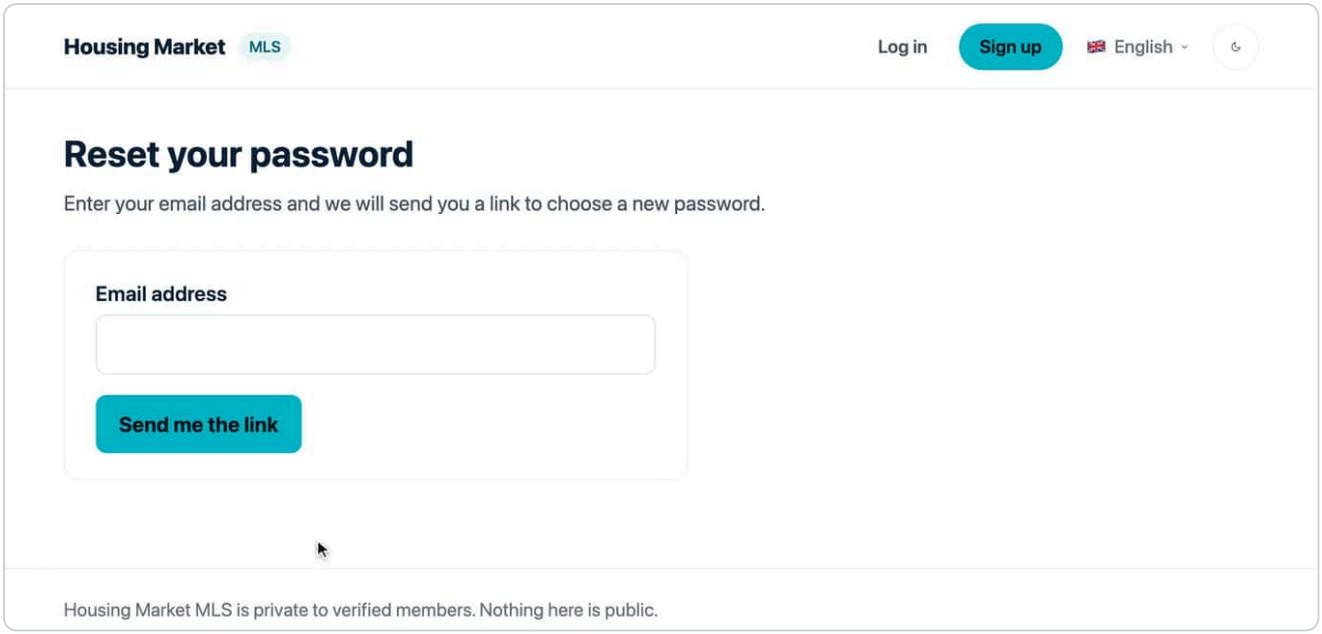


Figure 3.6 · Screen recorded 5 November 2026

7 Enter your **email address** and select **Send me the link**. The reset arrives as a **link**: there is **no code** to type.

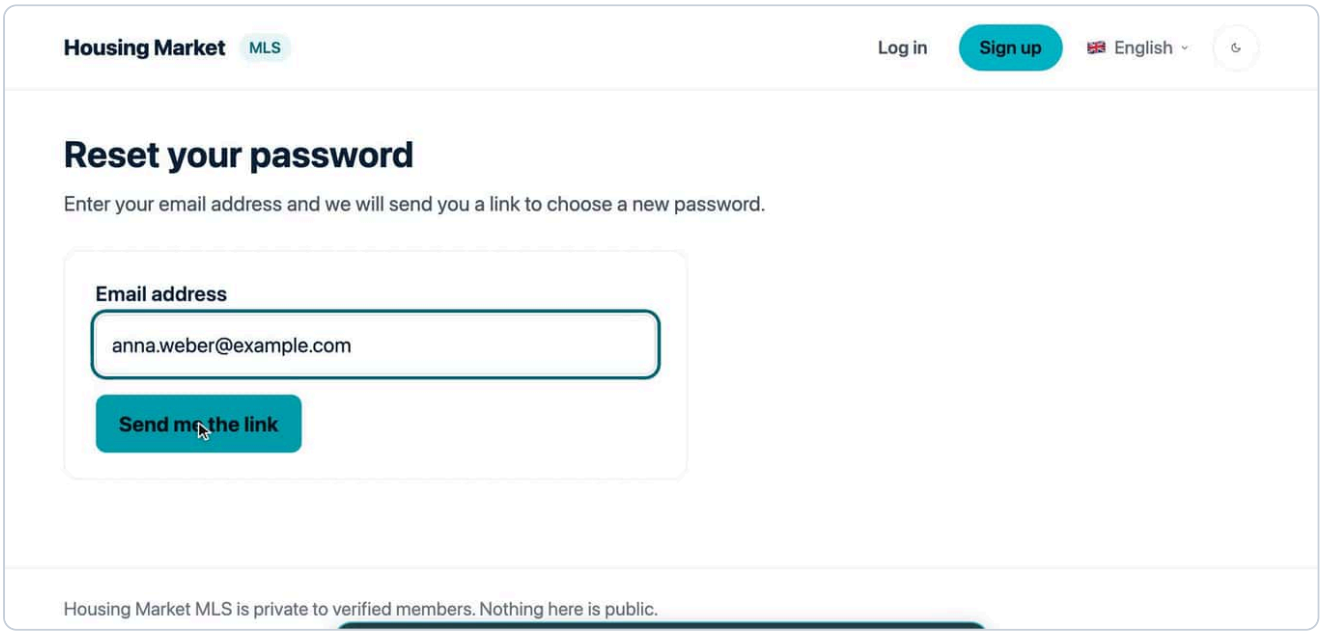


Figure 3.7 · Screen recorded 5 November 2026

4 CHAPTER 4

Get identity verified

Free account | For agents, brokers and developers | Watch the video

STEP BY STEP

1 Your membership is active. To see MLS listings, you complete **identity verification**.

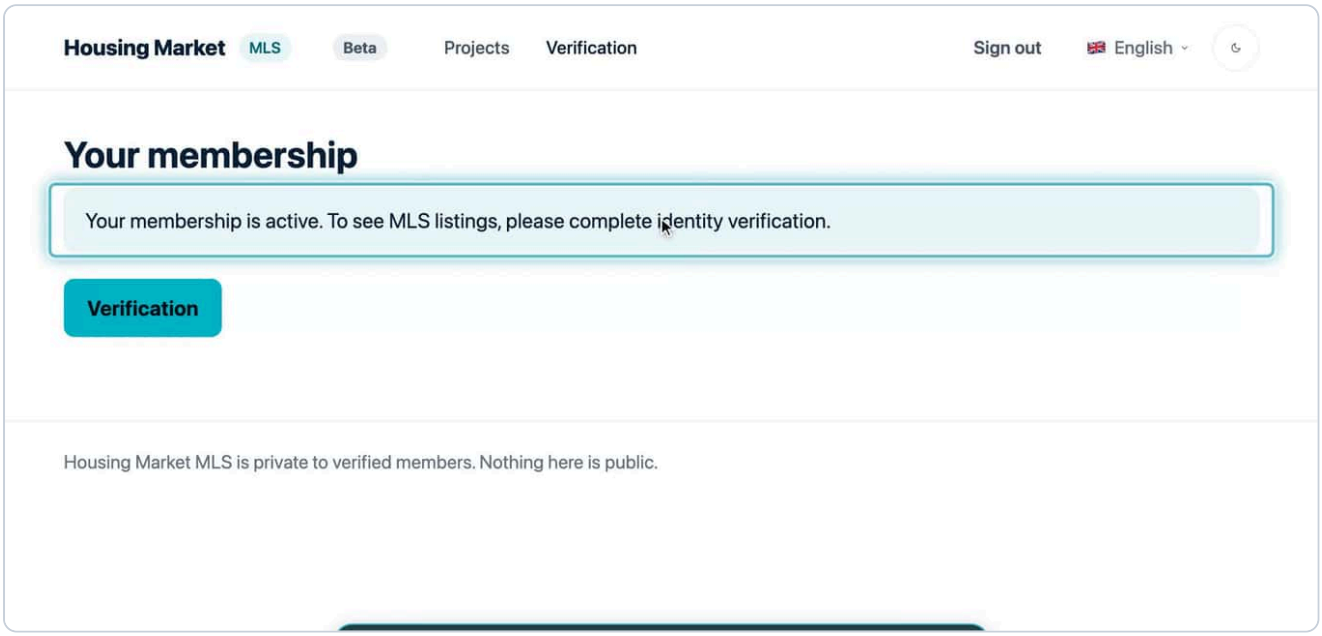


Figure 4.1 · Screen recorded 5 November 2026

2 Open **Verification**.

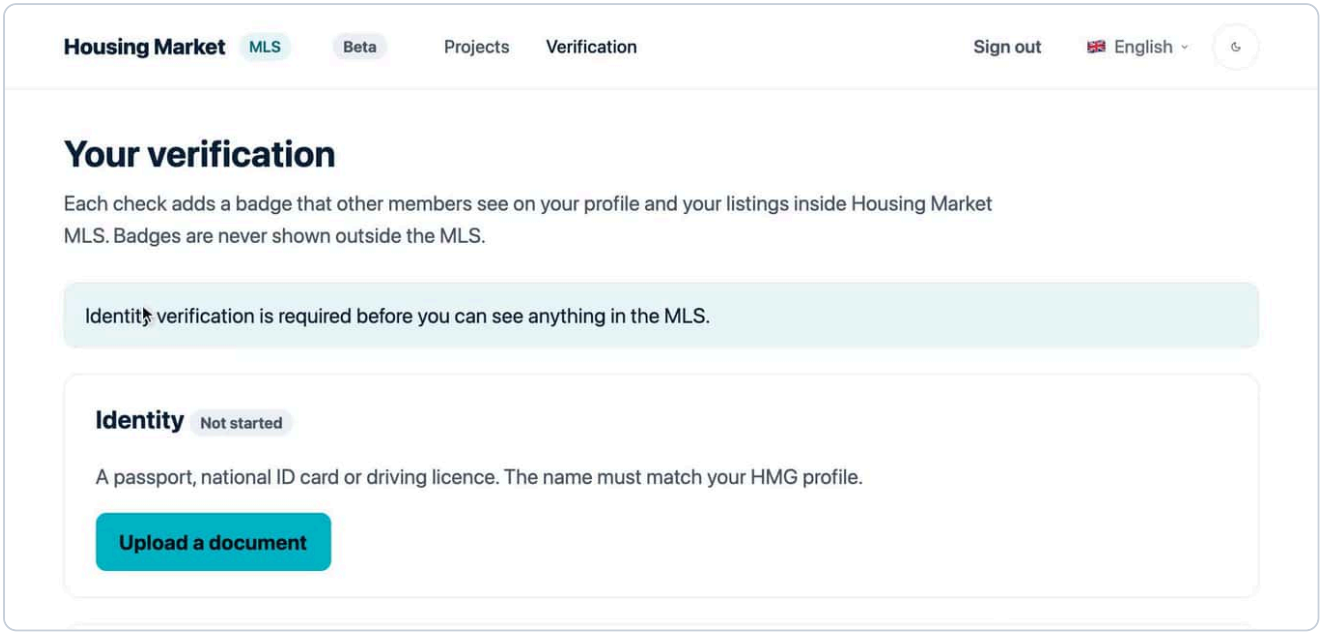


Figure 4.2 · Screen recorded 5 November 2026

3 Each check adds a **badge** that other members see. Badges are **never shown outside the MLS**.

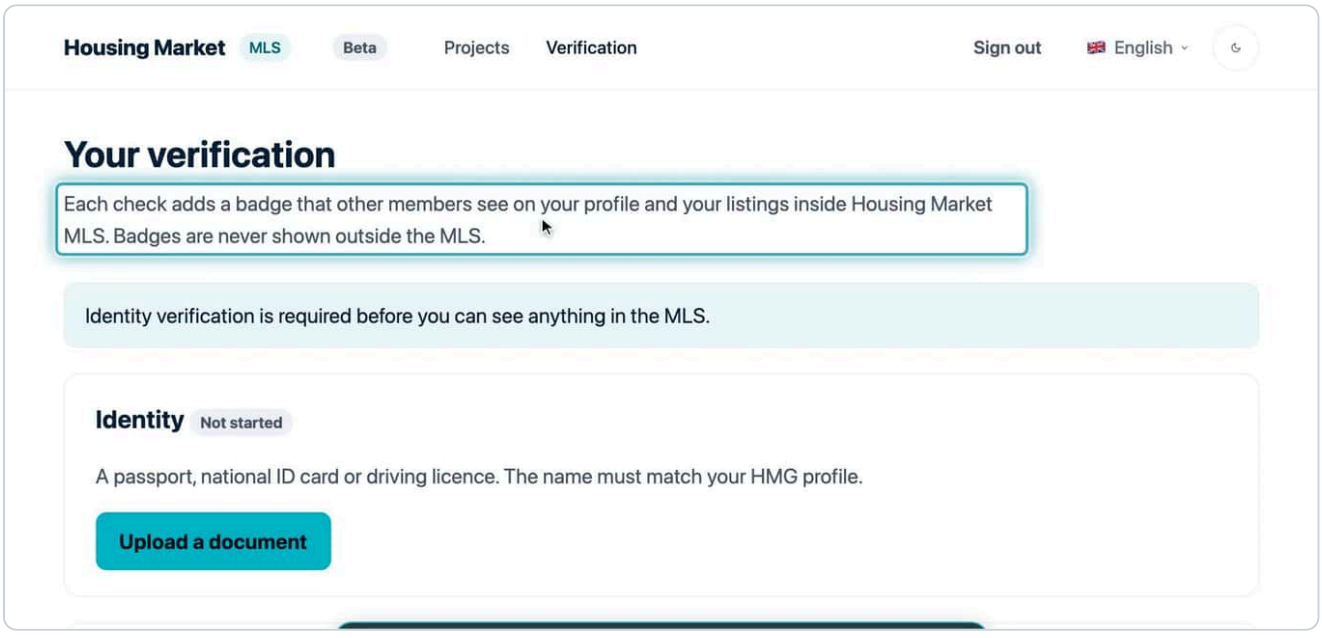


Figure 4.3 · Screen recorded 5 November 2026

4 **Identity** is the first check.

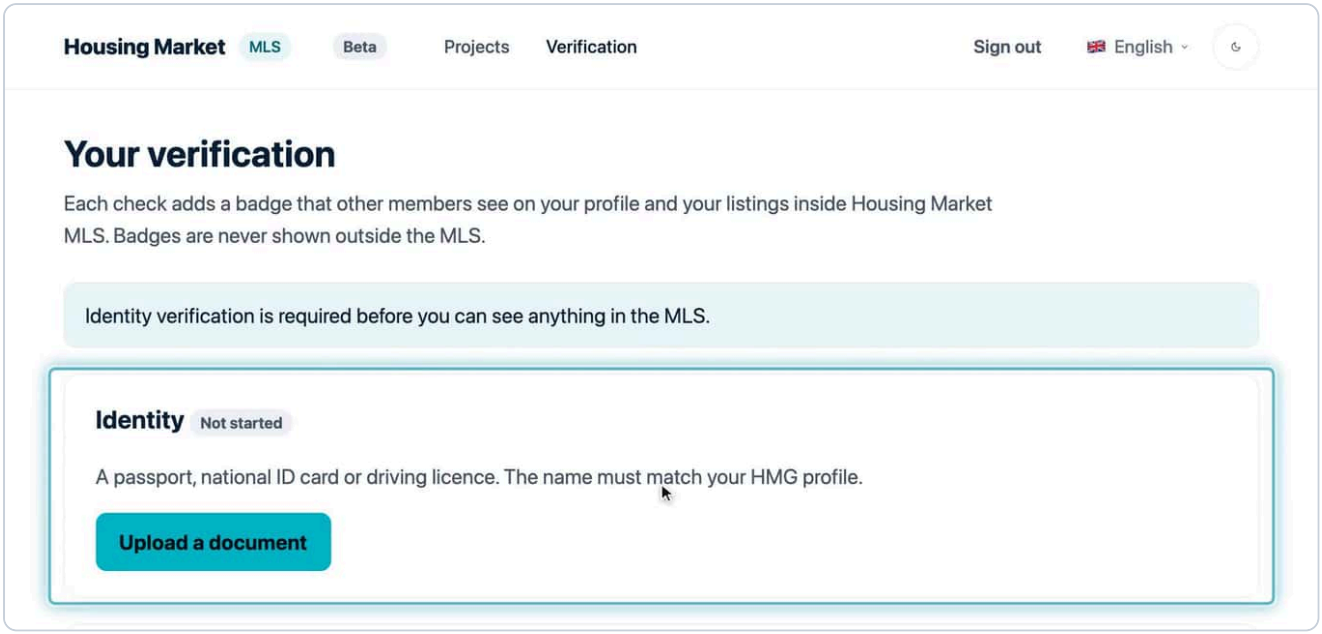


Figure 4.4 · Screen recorded 5 November 2026

5 Select **Upload a document**.

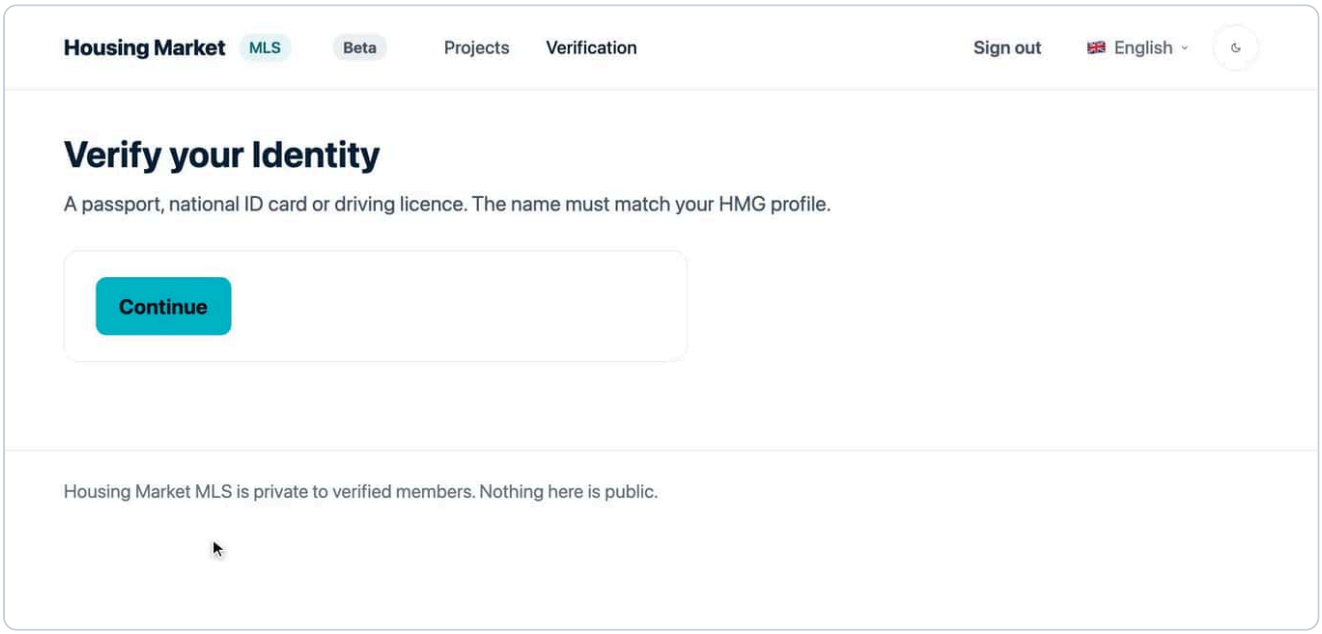


Figure 4.5 · Screen recorded 5 November 2026

6 A **passport**, national ID card or driving licence. The name must match your profile.

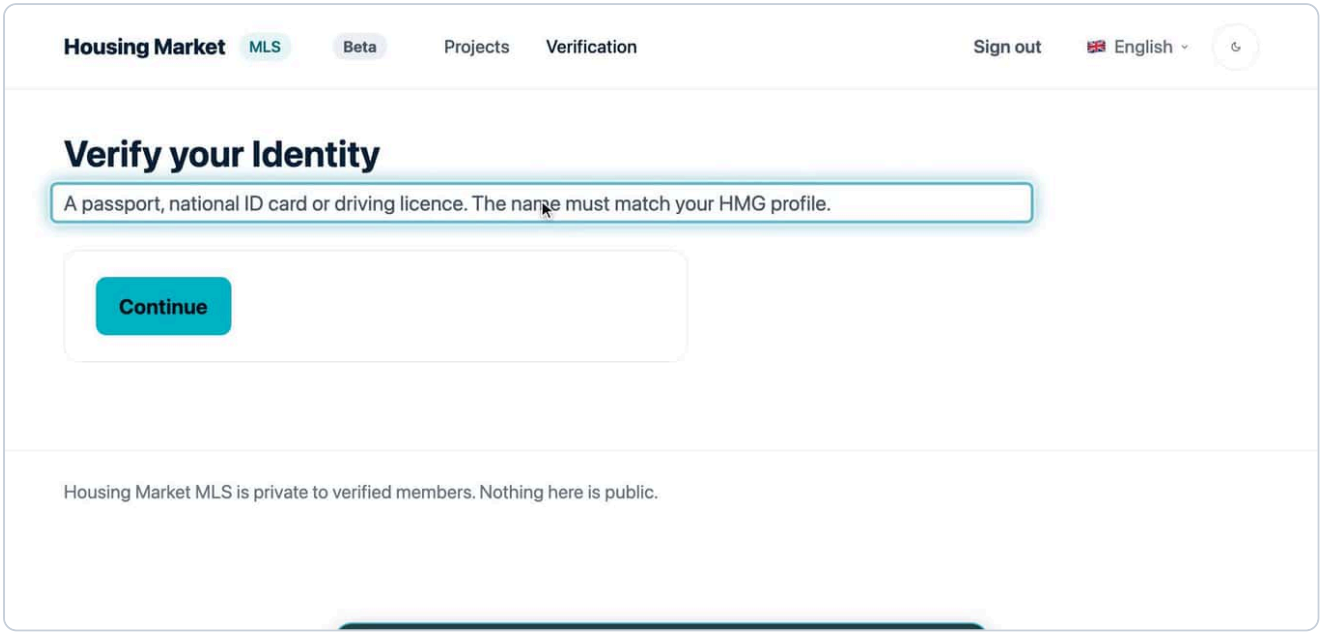


Figure 4.6 · Screen recorded 5 November 2026

7 Select **Continue**.

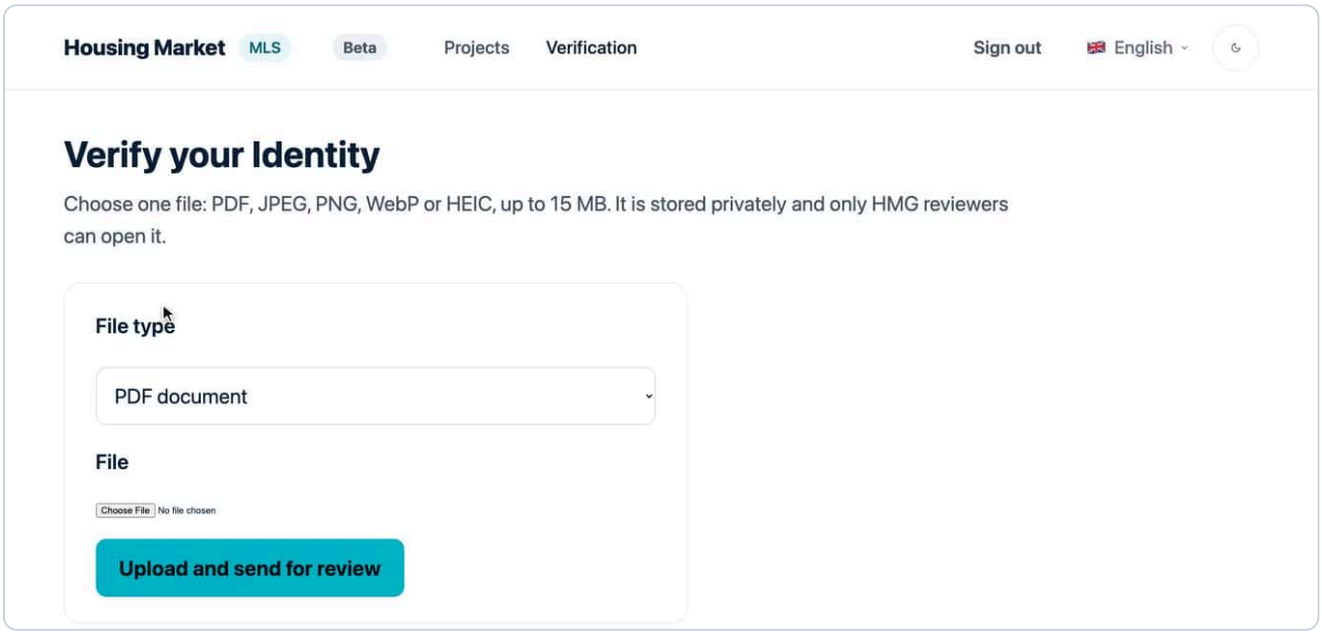


Figure 4.7 · Screen recorded 5 November 2026

8 Choose **one file**, up to 15 MB. It is **stored privately**: only Housing Market reviewers can open it.

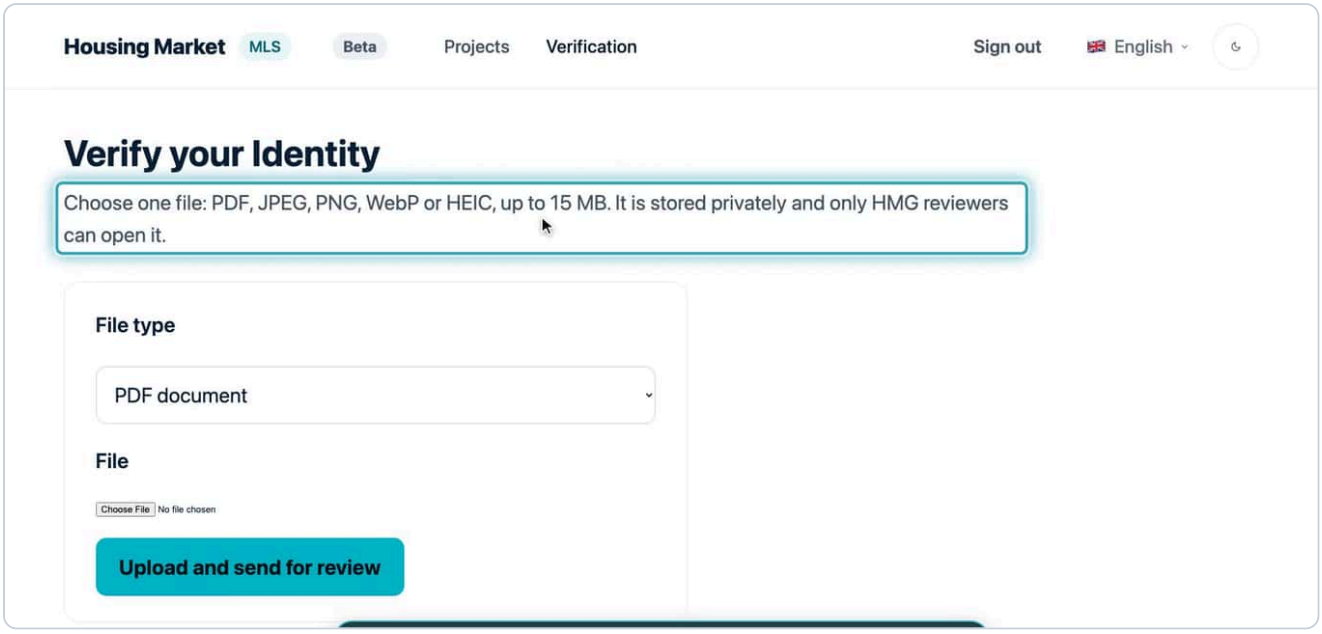


Figure 4.8 · Screen recorded 5 November 2026

9 Choose the **file type**.

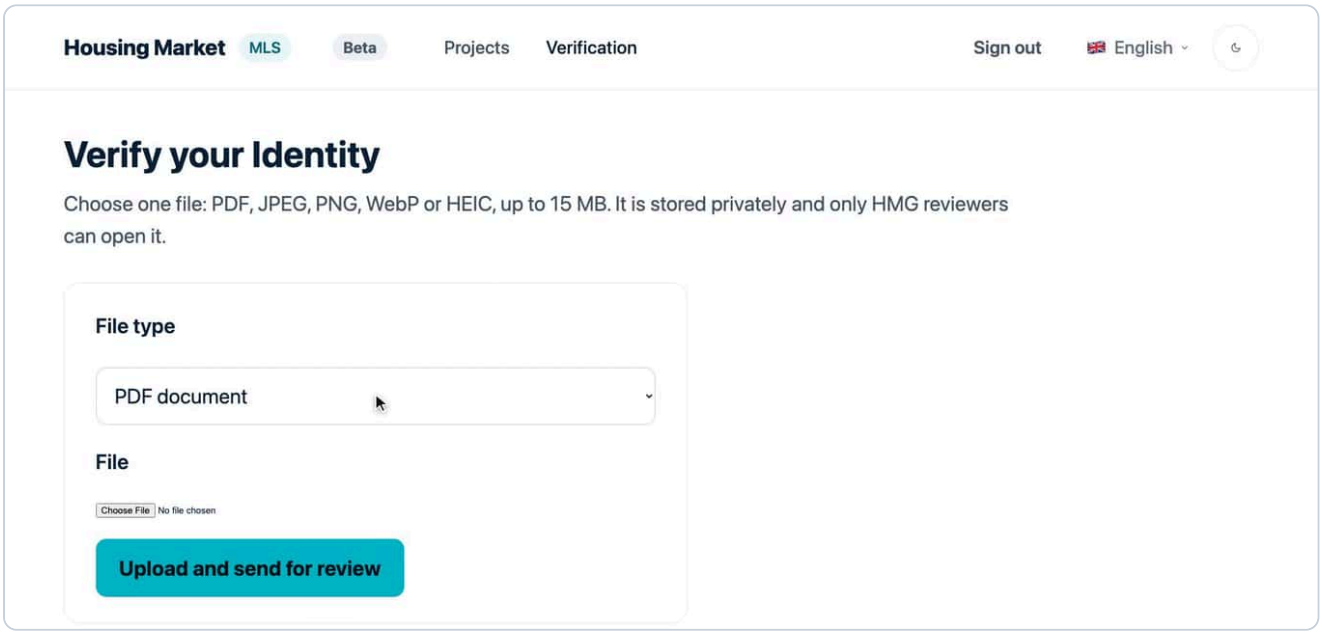


Figure 4.9 · Screen recorded 5 November 2026

10 Select **Upload and send for review.**

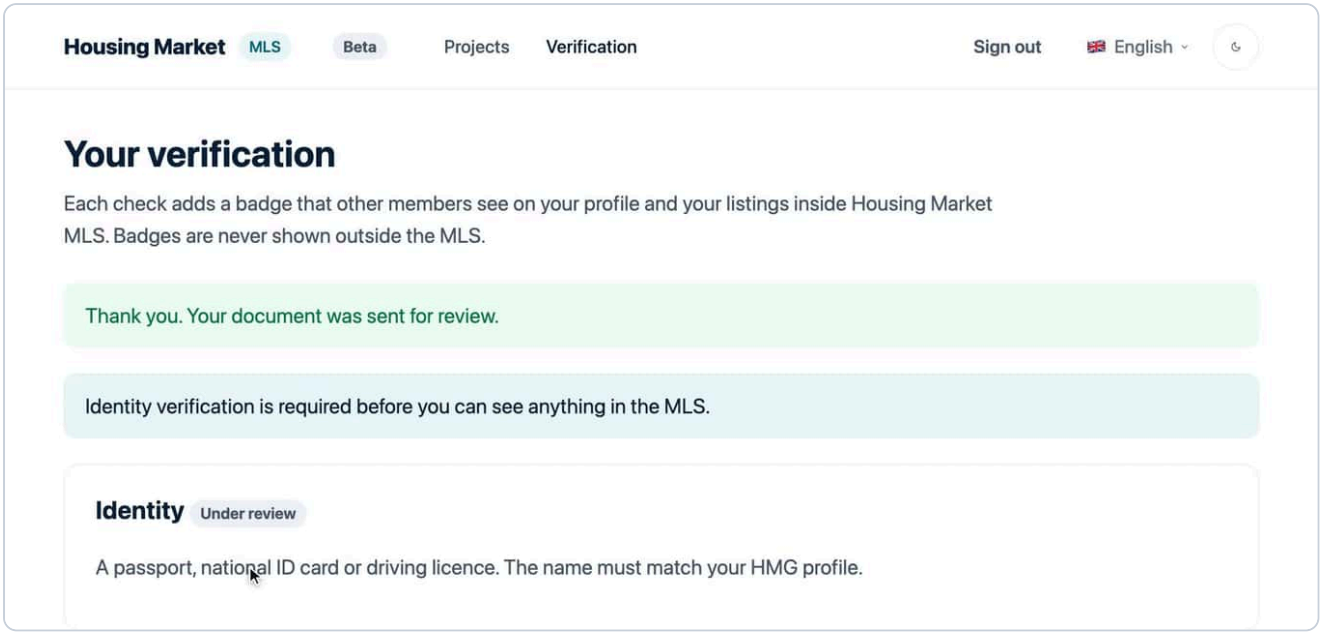


Figure 4.10 · Screen recorded 5 November 2026

11 Thank you. Your document was sent for review.

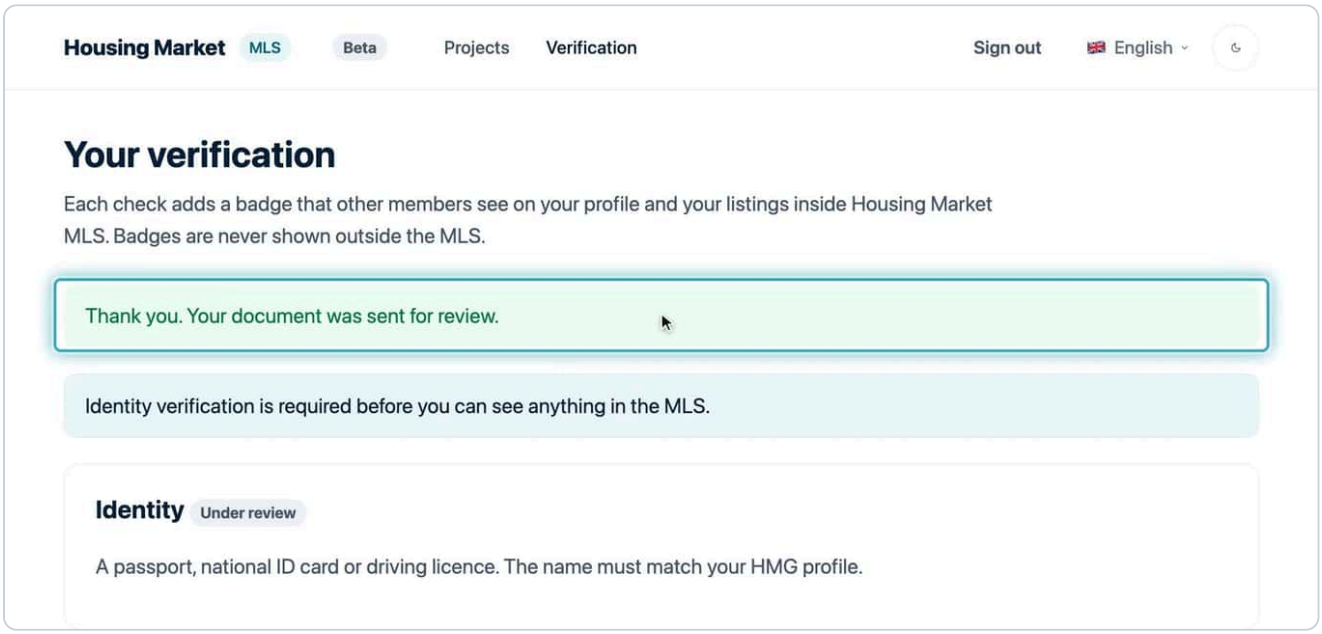


Figure 4.11 · Screen recorded 5 November 2026

12 Identity now says **Under review**. A reviewer checks it.

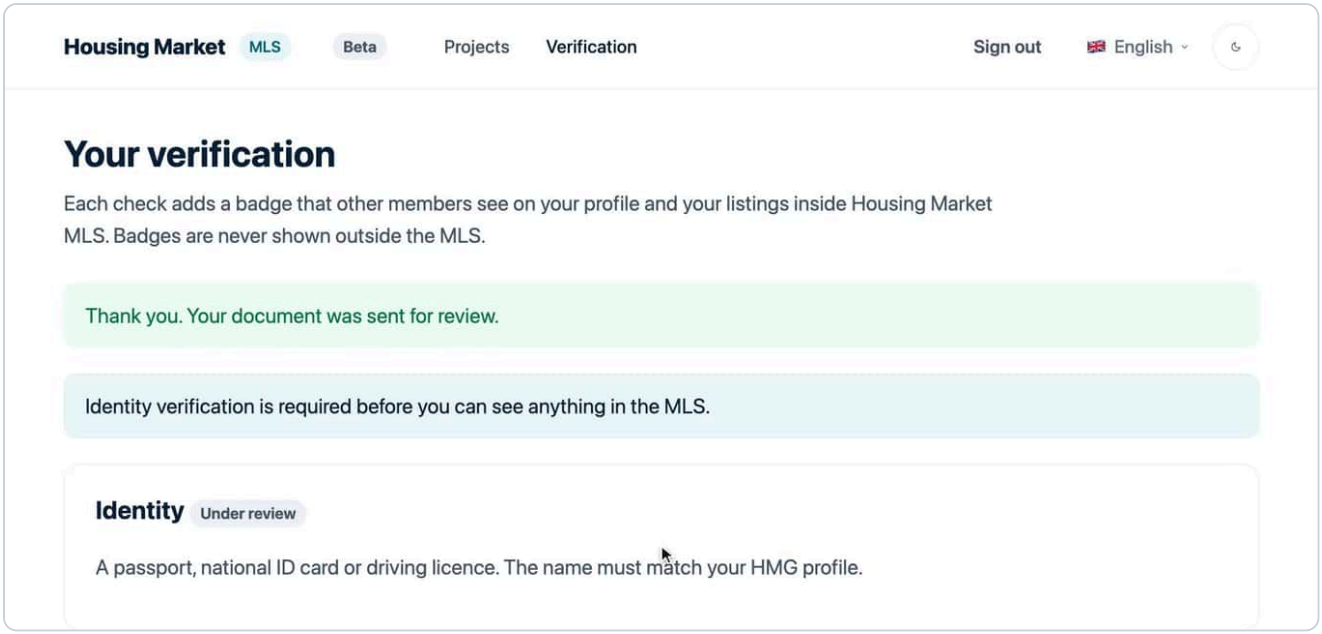


Figure 4.12 · Screen recorded 5 November 2026

GOOD TO KNOW

NOTE

Each badge shows one thing that has been checked about a member: identity, business, licence or track record.

Help Center: What do the trust badges on Housing Market MLS mean?

PART 2

For developers

5 Create a project

6 Add units and publish a project

5 CHAPTER 5

Create a project

Free account | For agents, brokers and developers | Watch the video

STEP BY STEP

1 Your organisation's **projects** in the MLS. **Joining and uploading are free.**

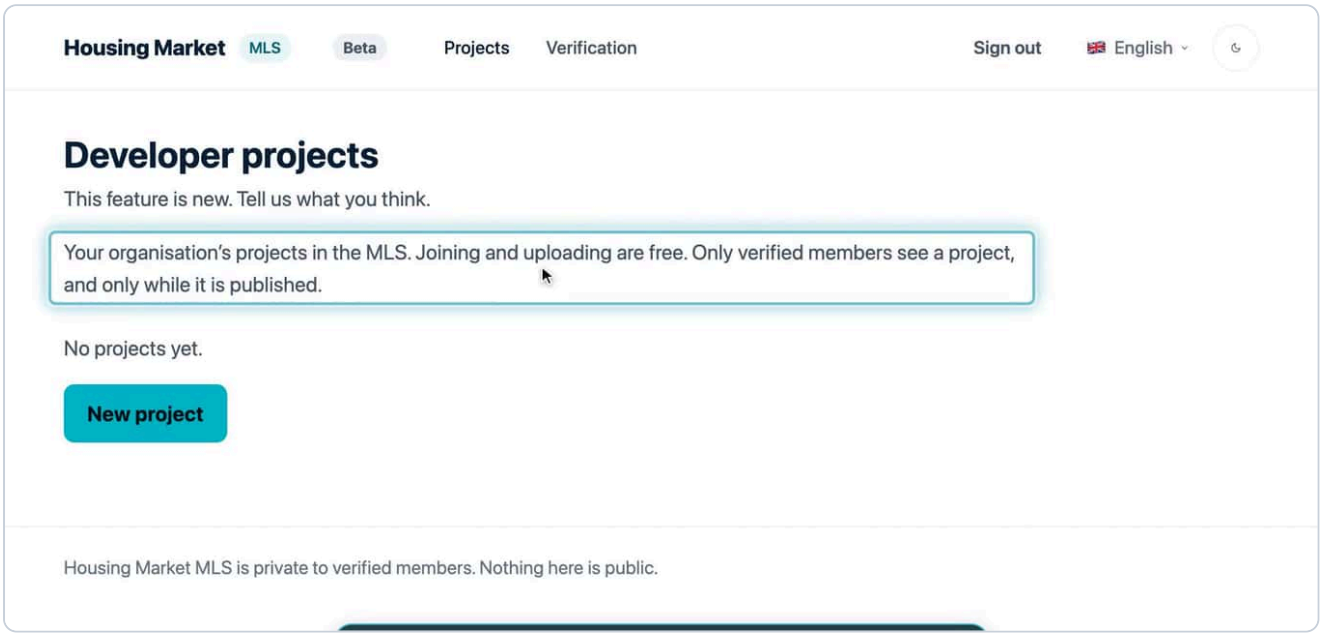


Figure 5.1 · Screen recorded 5 November 2026

2 Select **New project**.

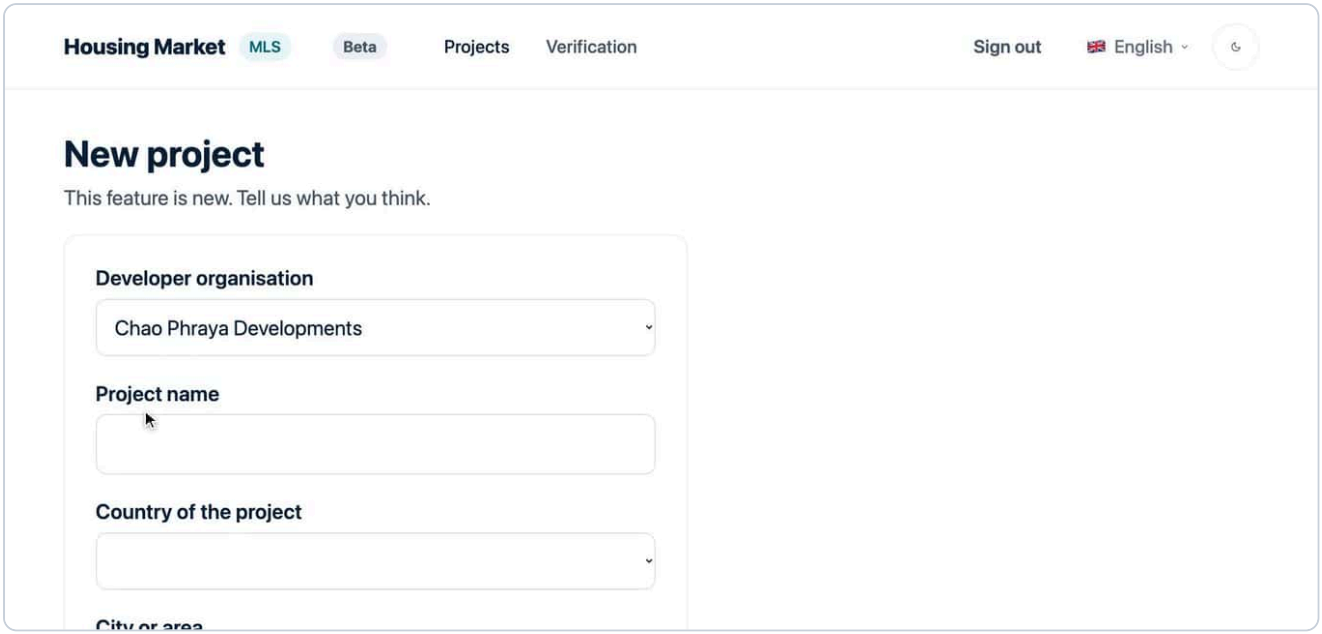


Figure 5.2 · Screen recorded 5 November 2026

3 Enter the **project name**.

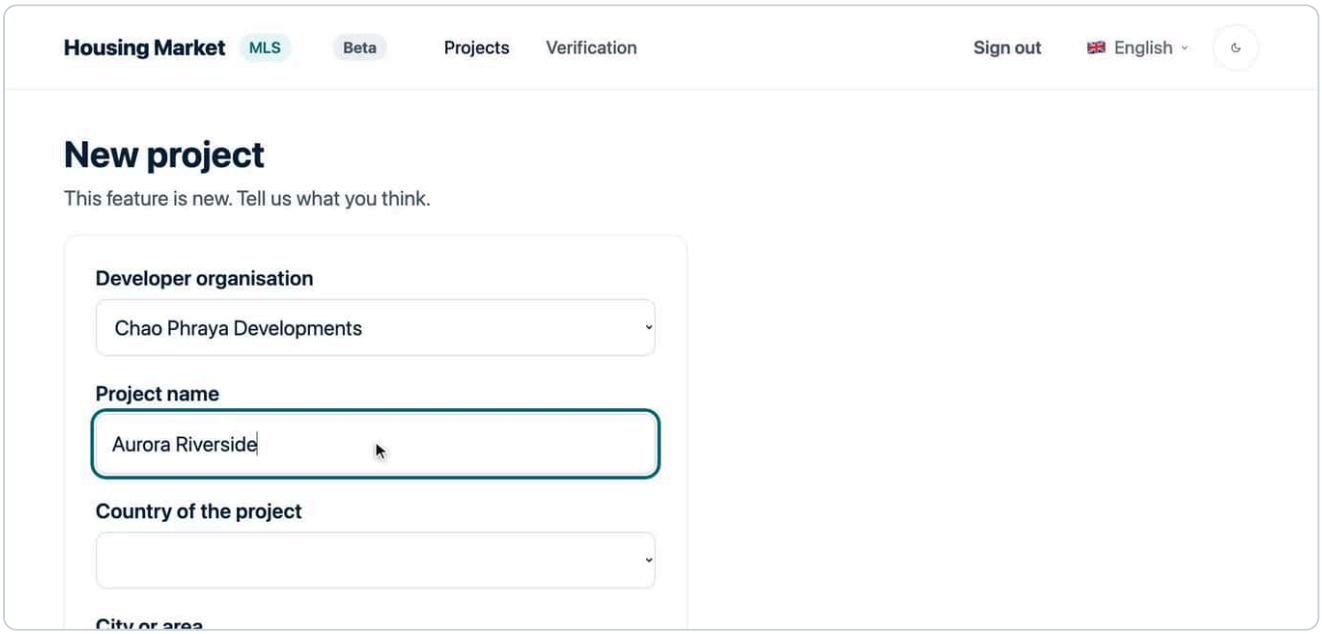


Figure 5.3 · Screen recorded 5 November 2026

4 Choose the **country** of the project.

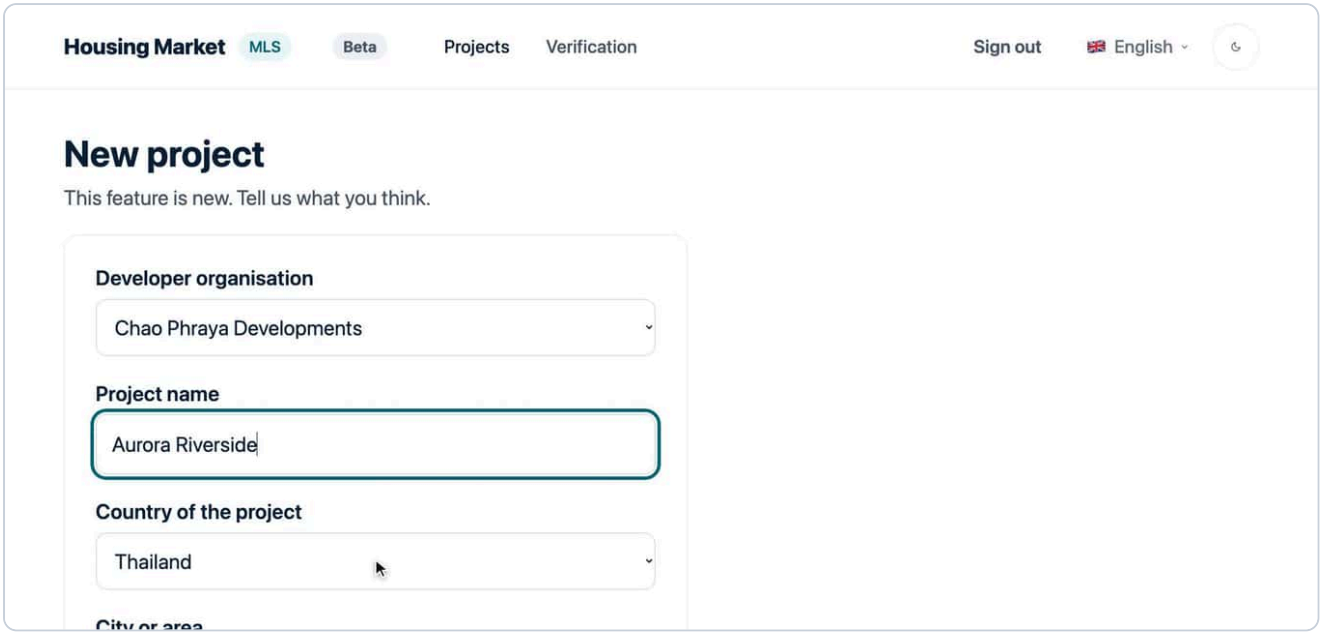


Figure 5.4 · Screen recorded 5 November 2026

5 Enter the **city or area**.

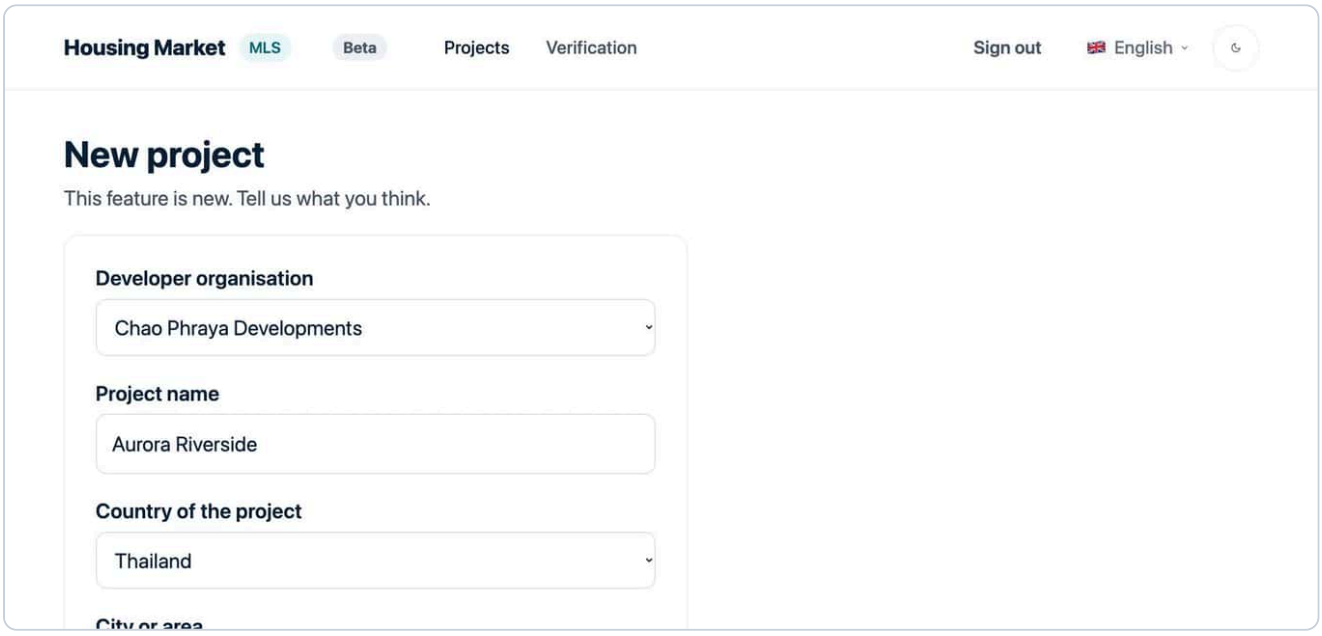


Figure 5.5 · Screen recorded 5 November 2026

6 Add a **description**.

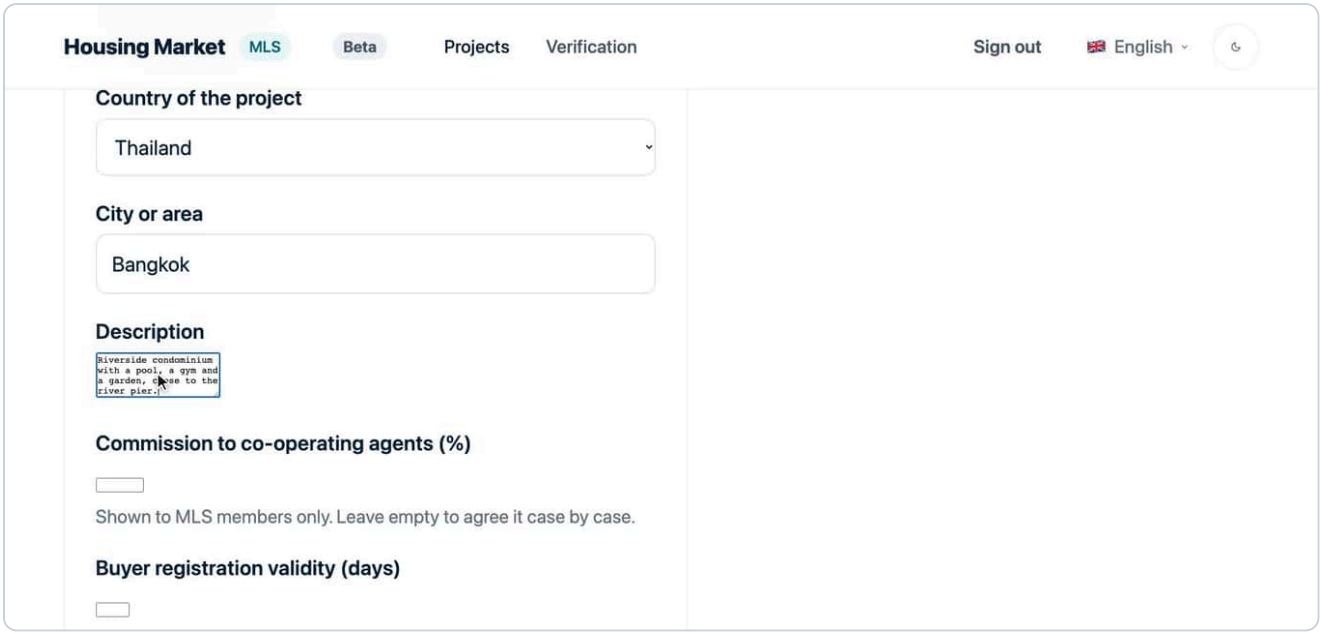


Figure 5.6 · Screen recorded 5 November 2026

7 Enter the **commission** you pay co-operating agents.

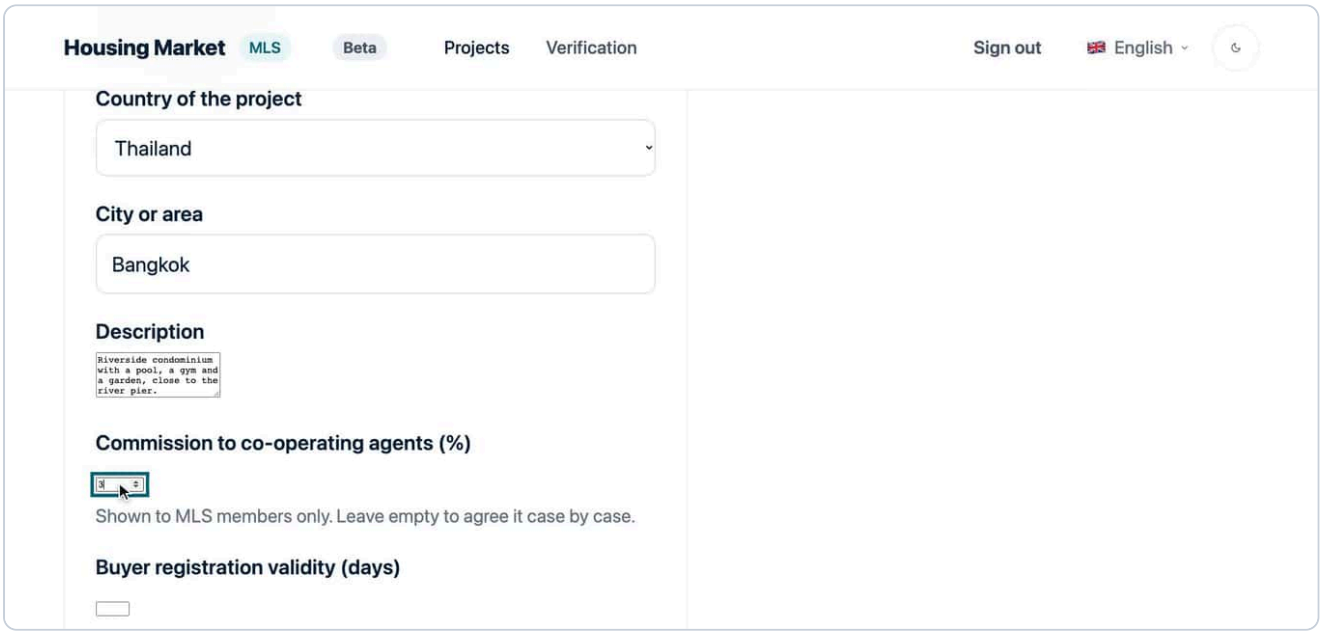


Figure 5.7 · Screen recorded 5 November 2026

8 It is **shown to MLS members only**. Leave it empty to agree it case by case.

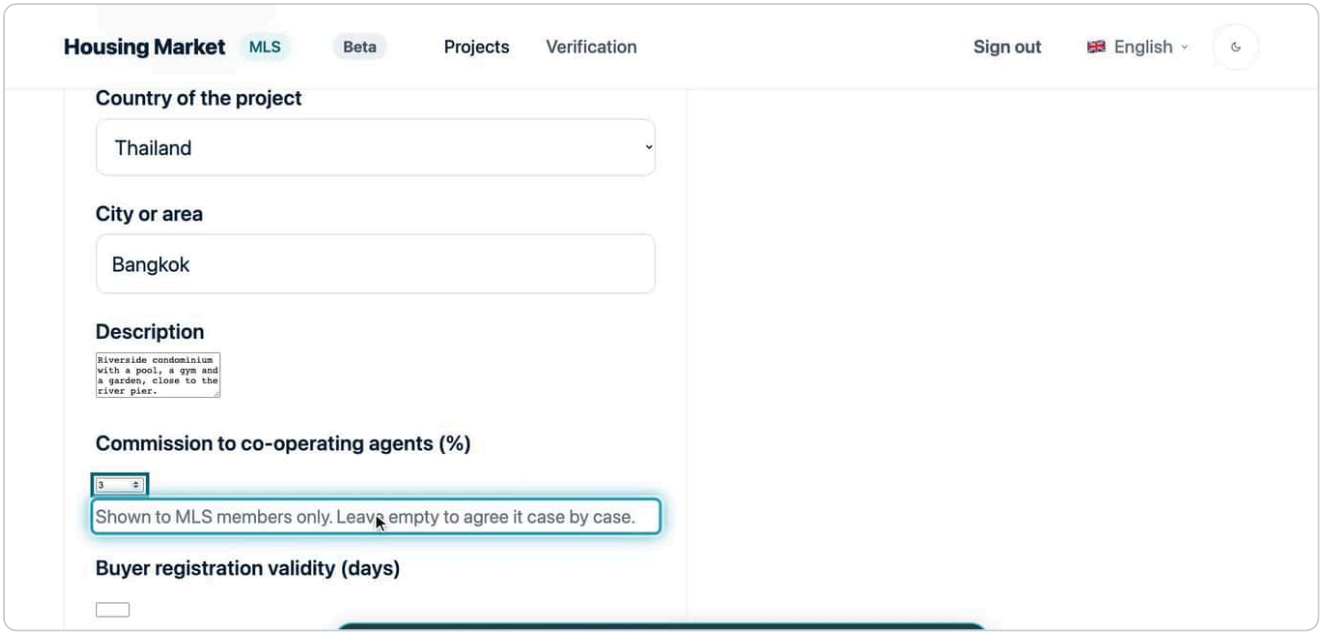


Figure 5.8 · Screen recorded 5 November 2026

9 Set how long a **buyer registration** protects an agent.

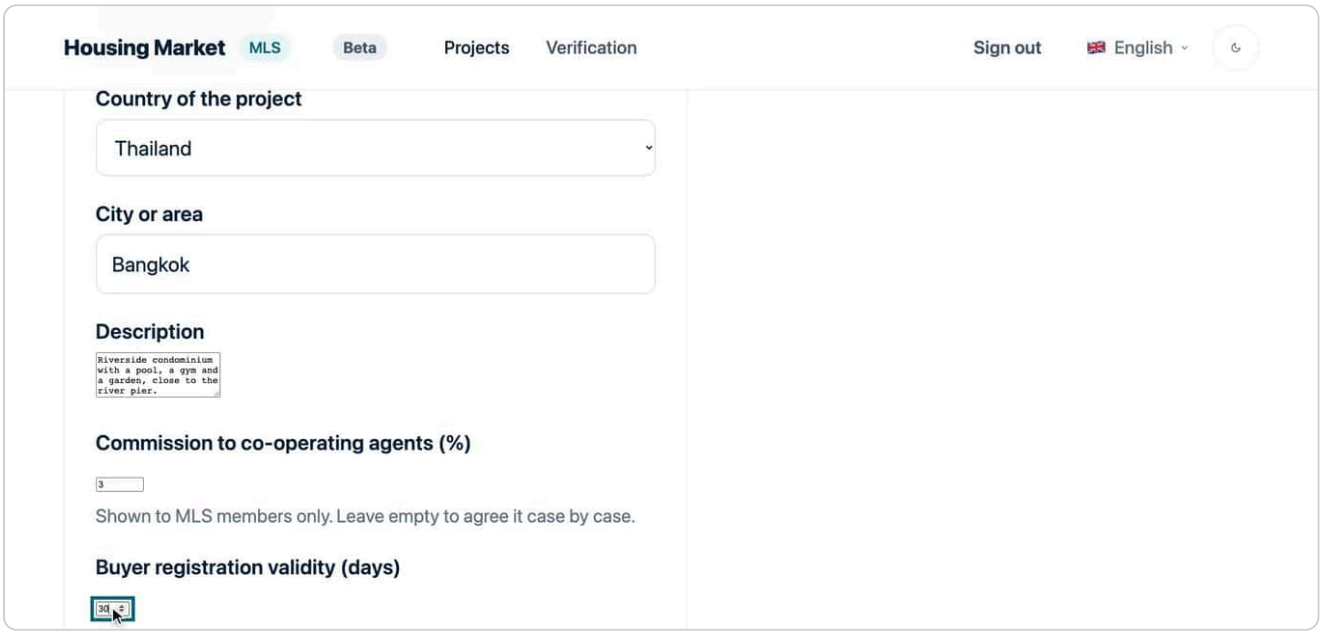


Figure 5.9 · Screen recorded 5 November 2026

10 Select **Create project**.

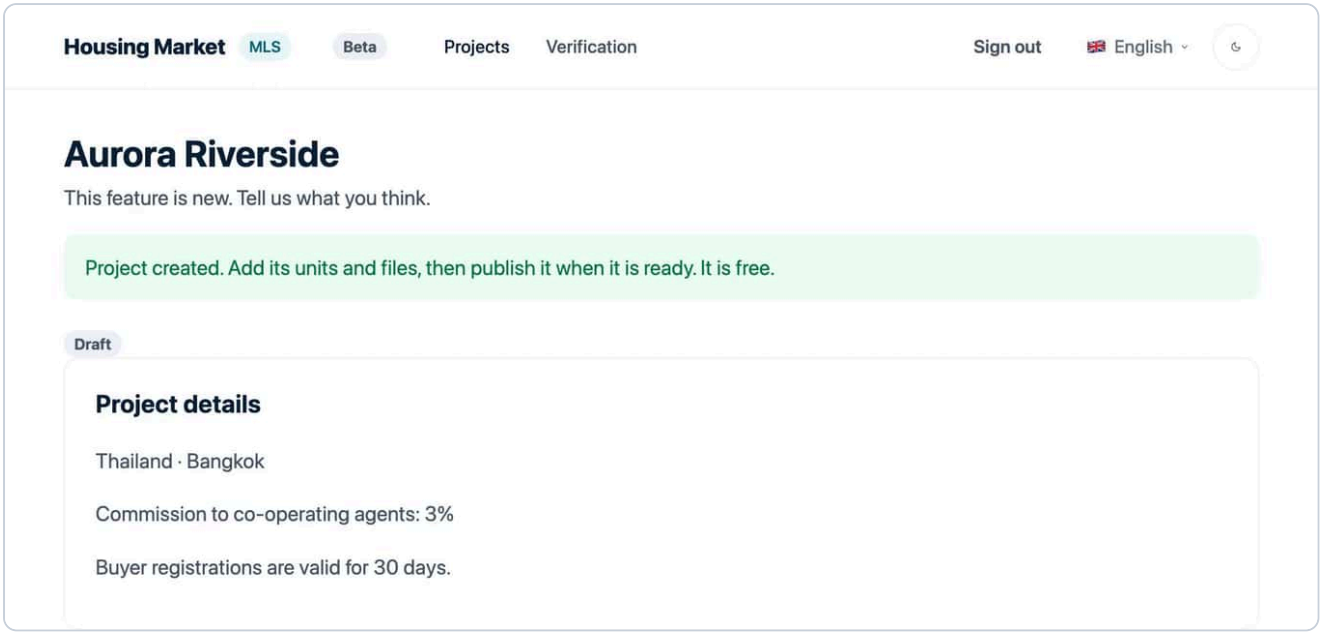


Figure 5.10 · Screen recorded 5 November 2026

11 The project is **created as a draft**. Add its units, then publish it when it is ready. It is **free**.

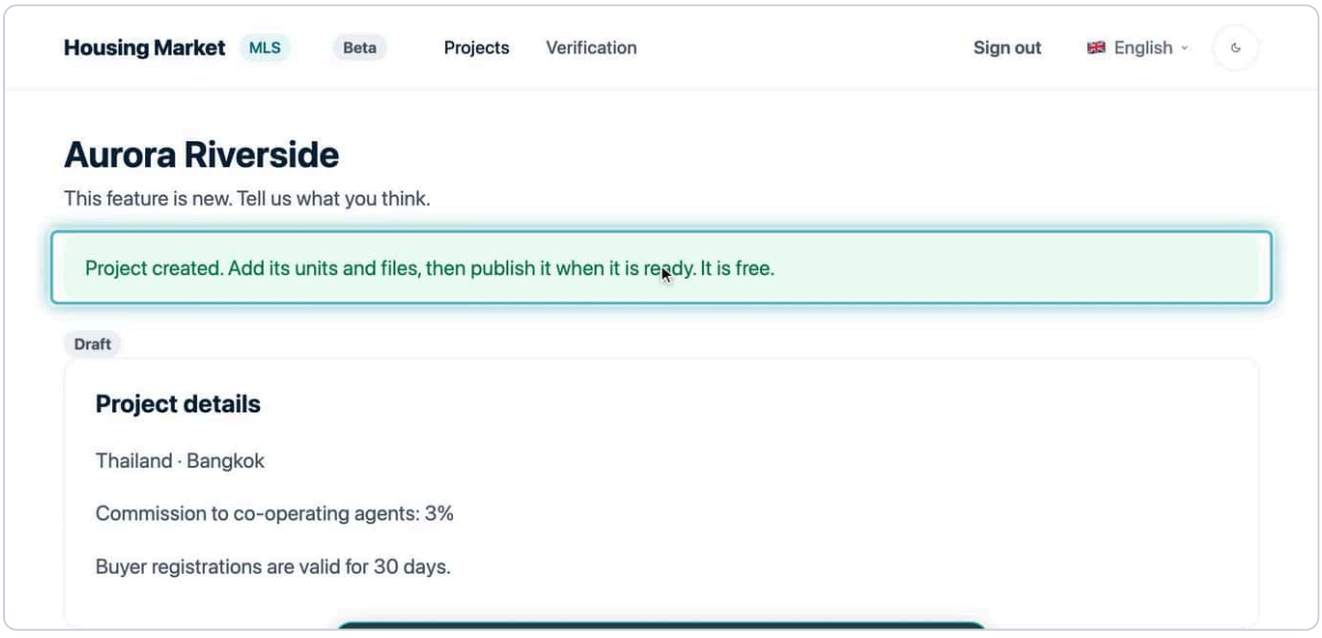


Figure 5.11 · Screen recorded 5 November 2026

6 CHAPTER 6

Add units and publish a project

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STEP BY STEP

1 A new project is a **draft**. Only your organisation can see it.

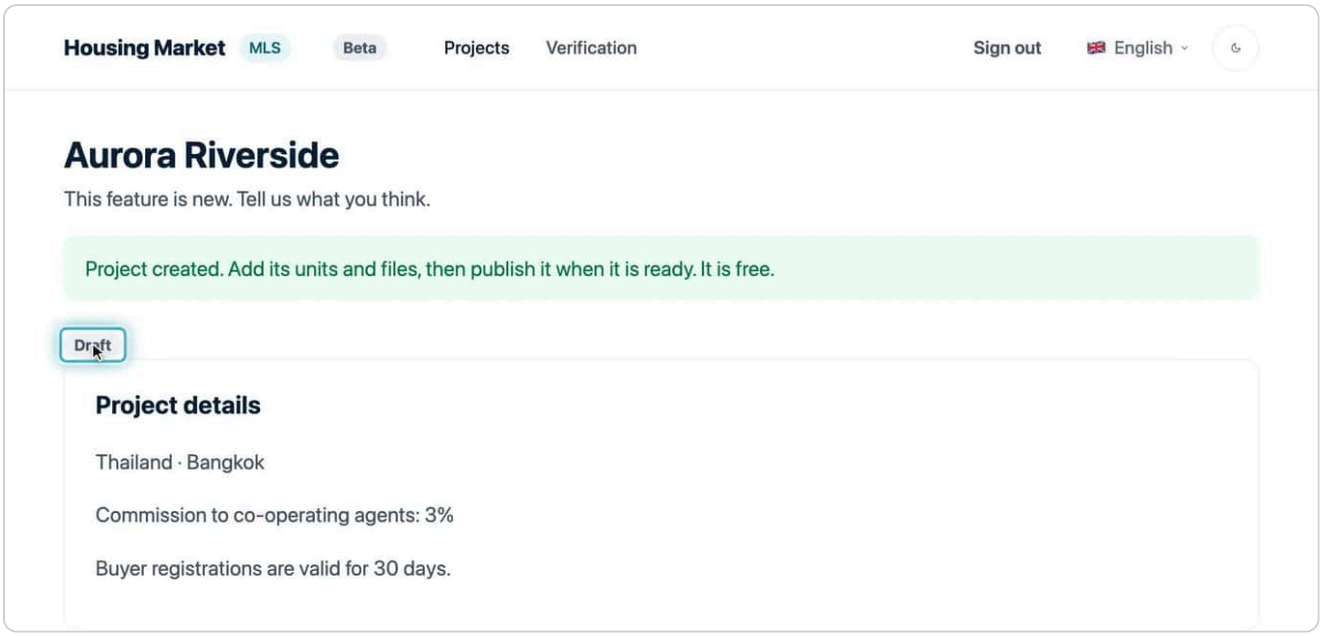


Figure 6.1 · Screen recorded 5 November 2026

2 Start with a **unit type**.

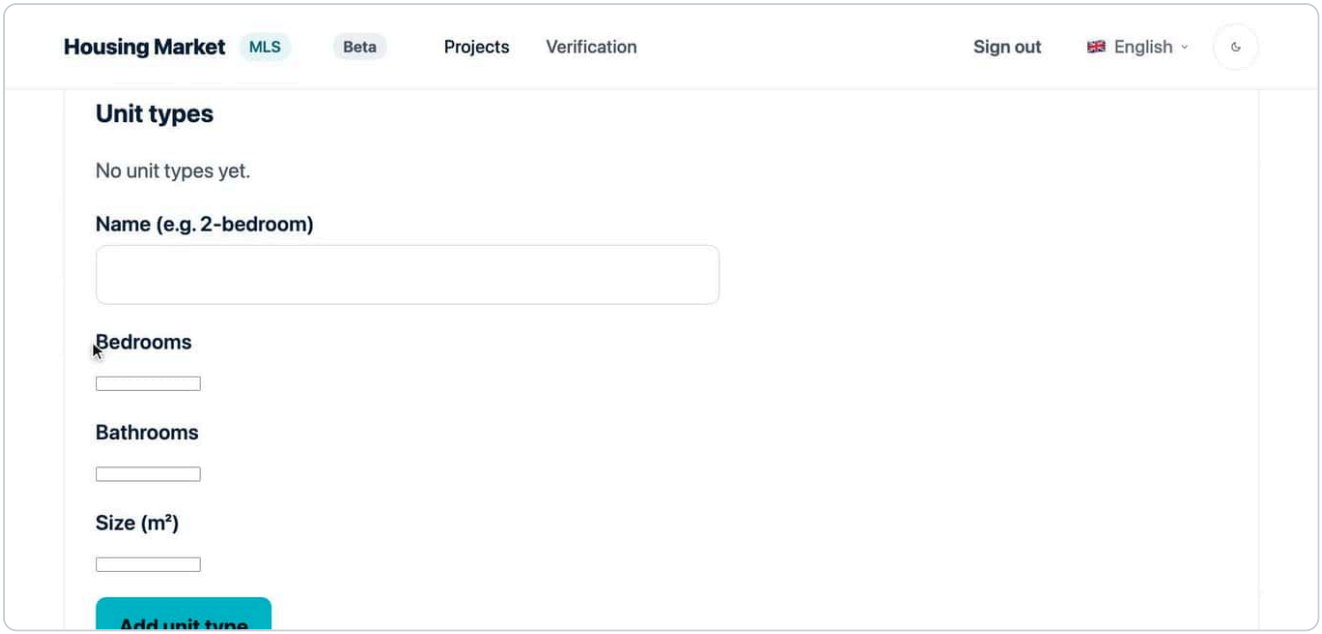


Figure 6.2 · Screen recorded 5 November 2026

3 Name it, for example **2-bedroom** its **bedrooms**.

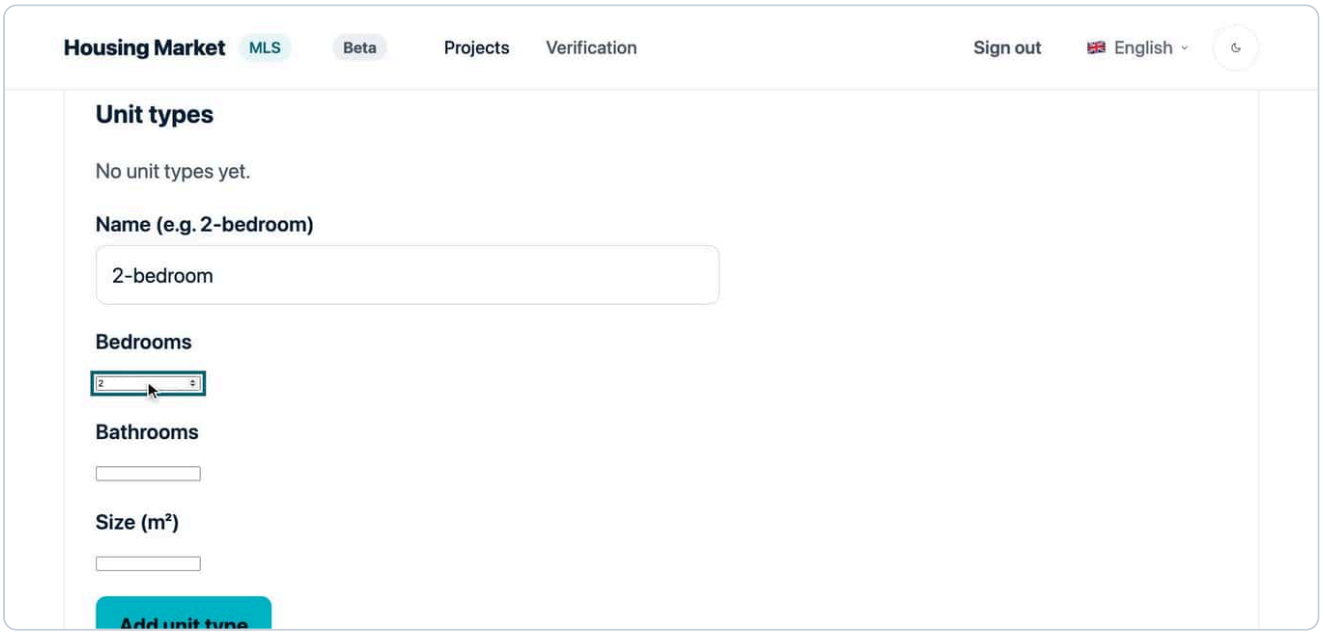


Figure 6.3 · Screen recorded 5 November 2026

4 **bathrooms** and its **size**.

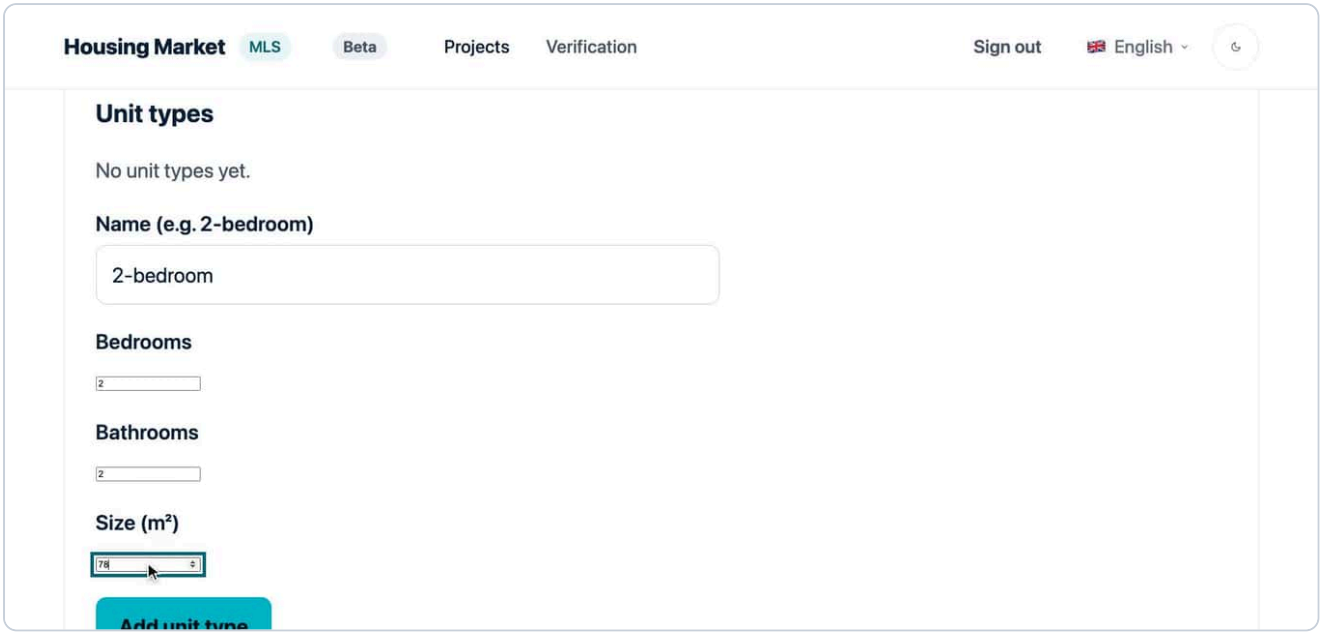


Figure 6.4 · Screen recorded 5 November 2026

5 Select **Add unit type**.

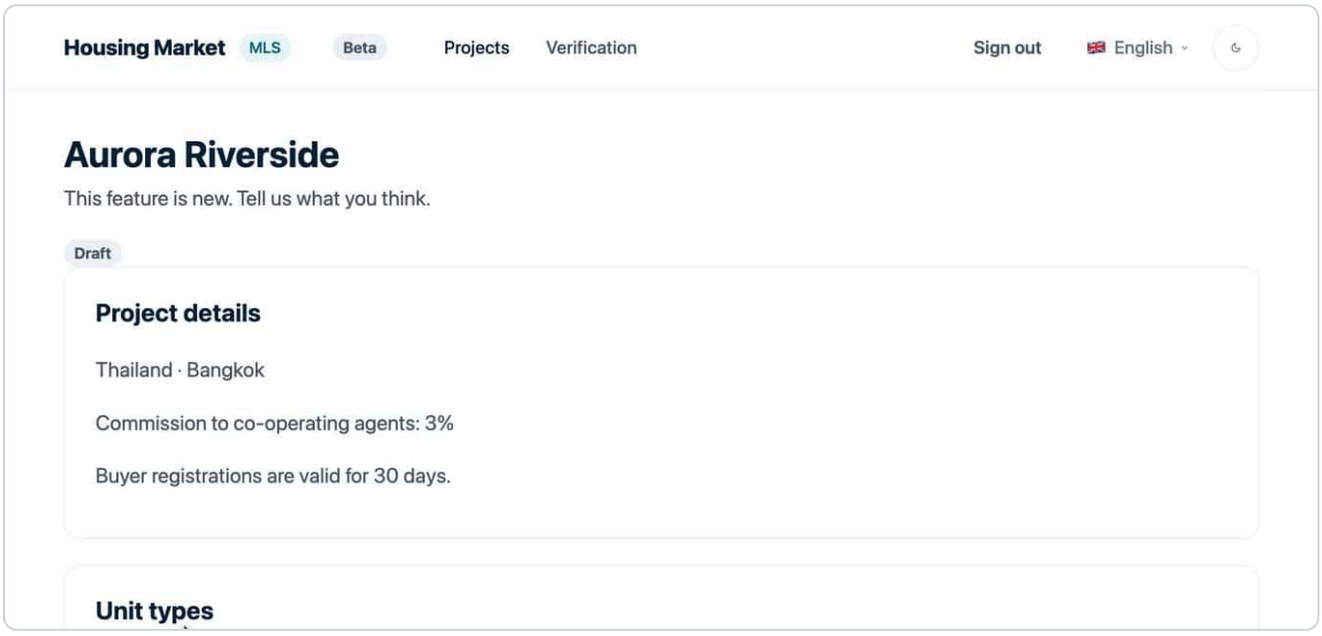


Figure 6.5 · Screen recorded 5 November 2026

6 Then add the **units**.

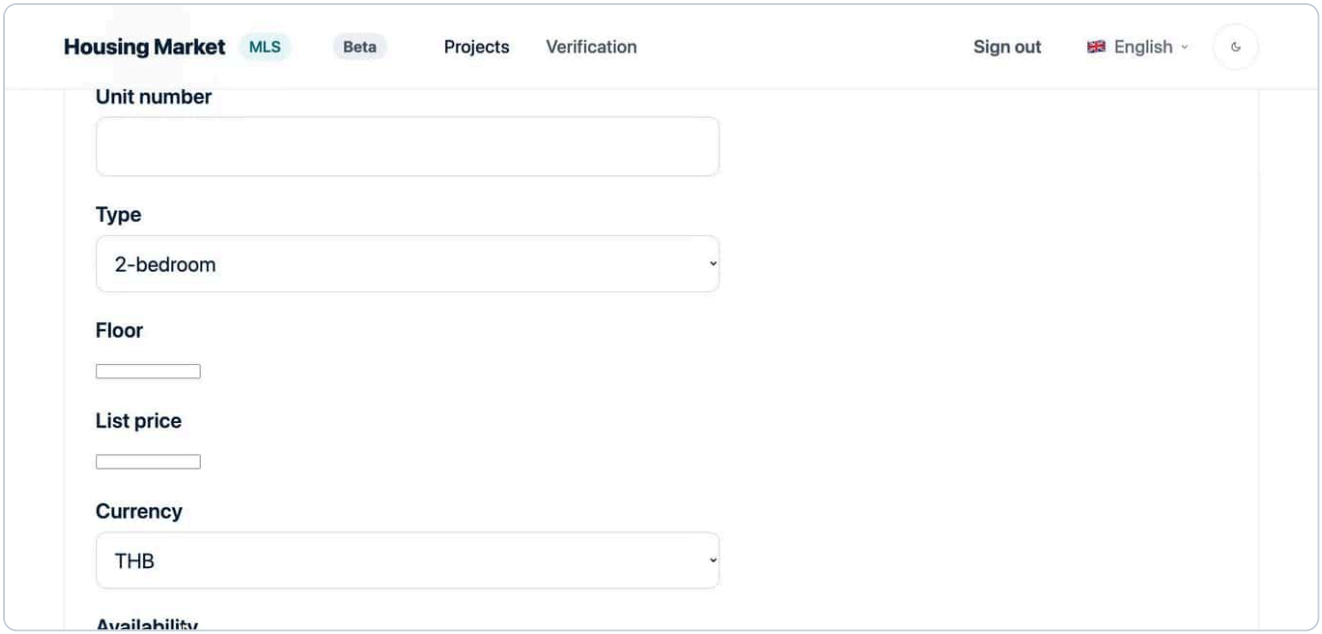


Figure 6.6 · Screen recorded 5 November 2026

7 Give the **unit number** the **floor**.

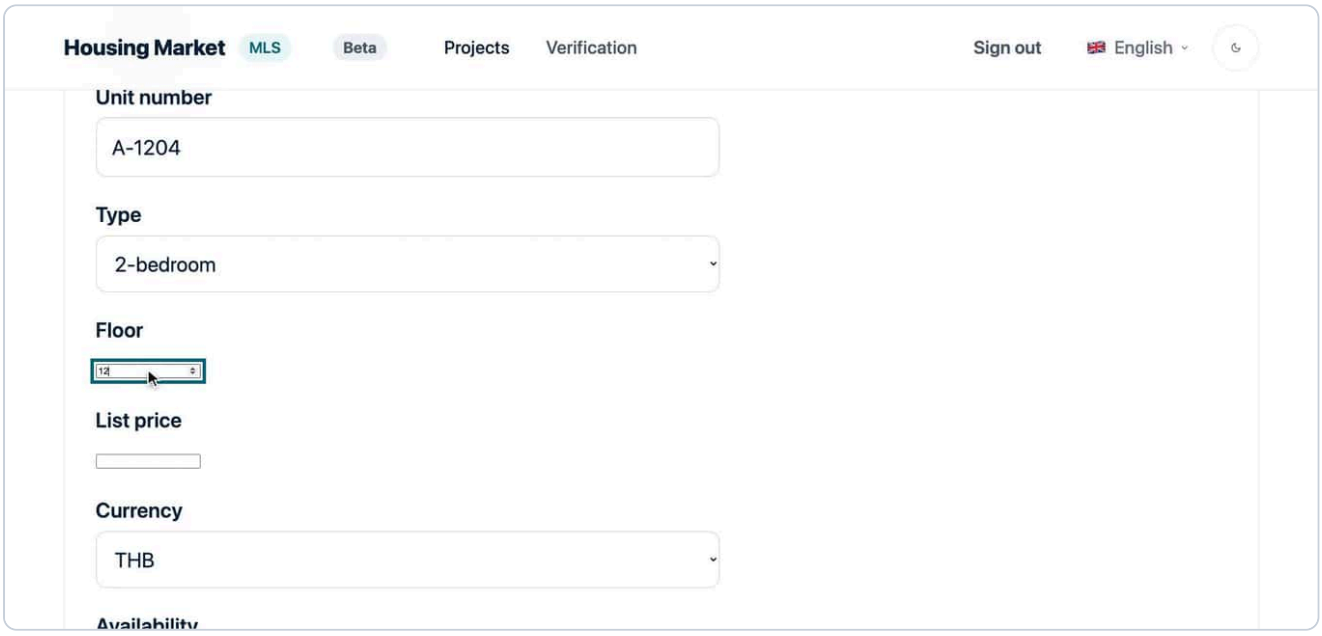


Figure 6.7 · Screen recorded 5 November 2026

8 and the **list price**.

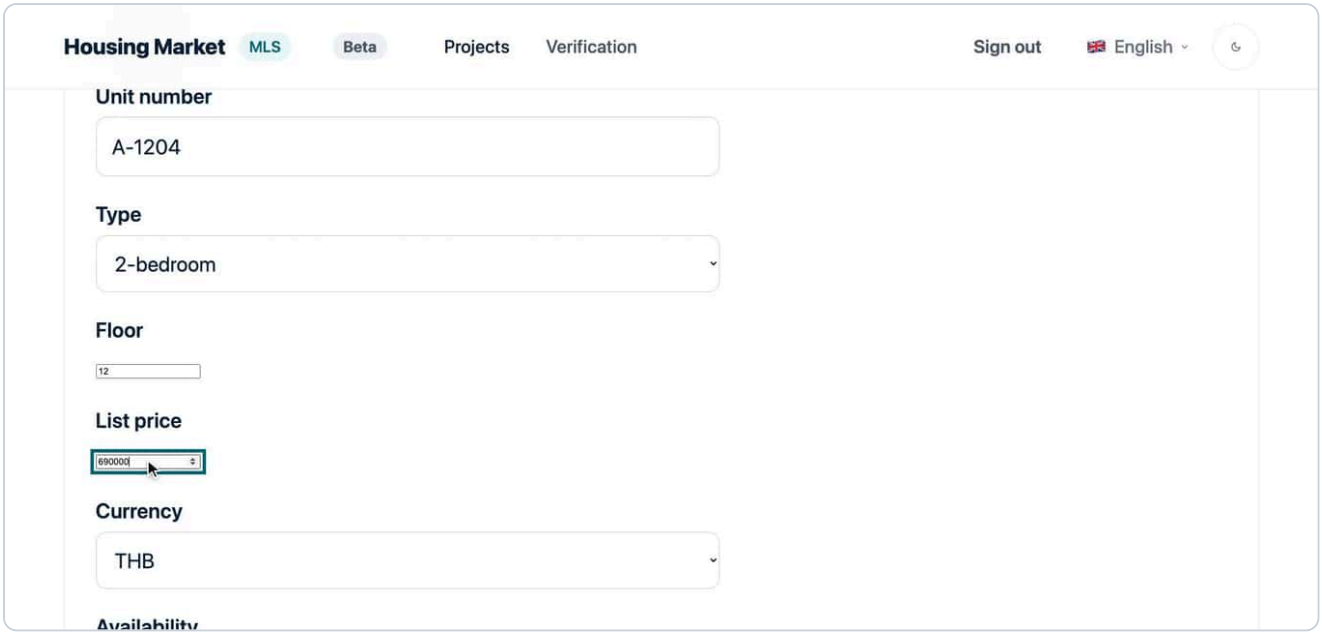


Figure 6.8 · Screen recorded 5 November 2026

9 Set the **availability**: available, reserved, sold or withdrawn.

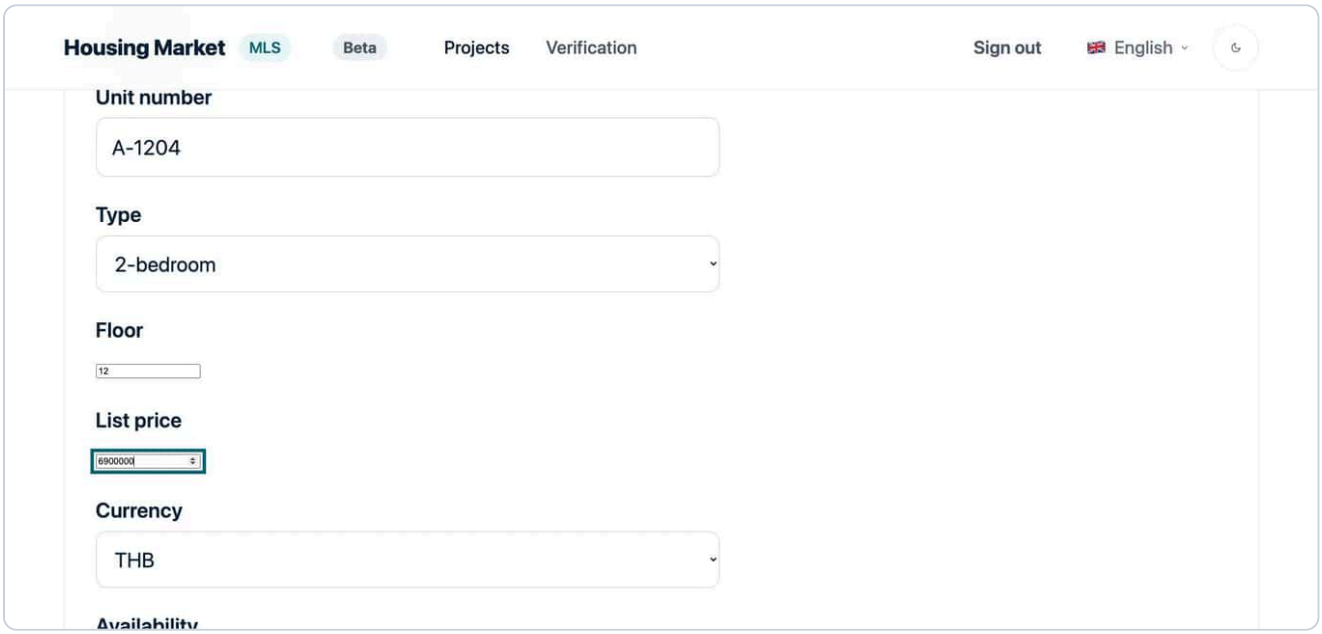


Figure 6.9 · Screen recorded 5 November 2026

10 Select **Add unit**.

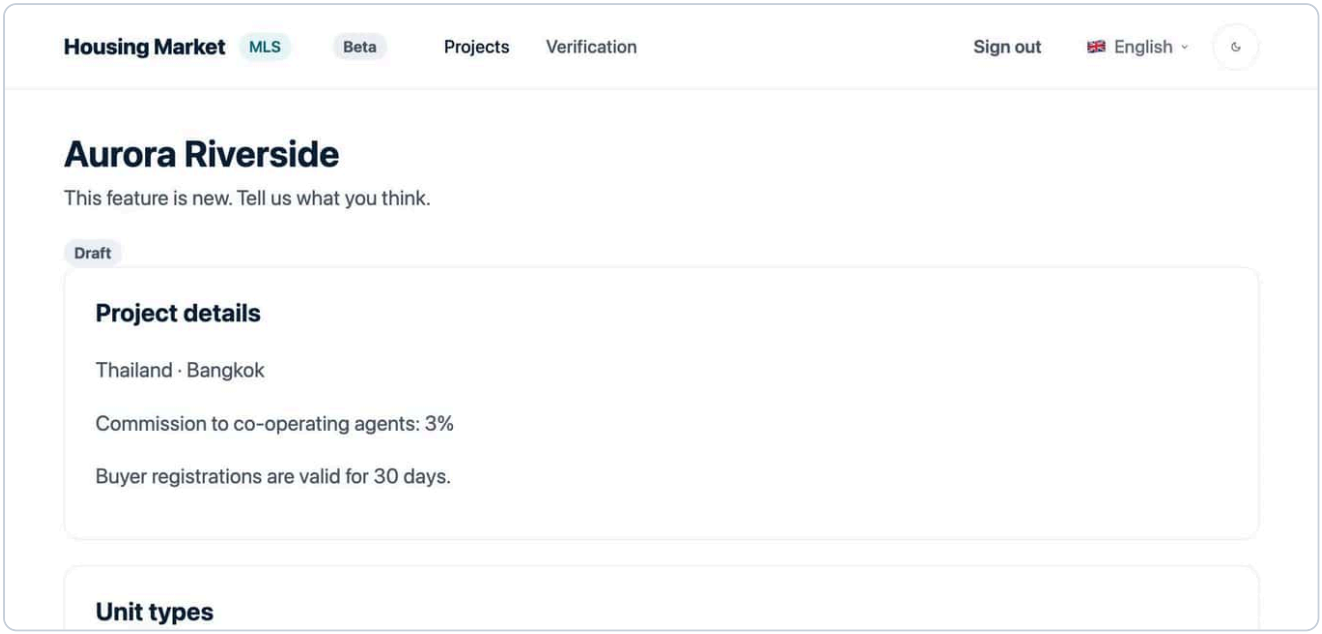


Figure 6.10 · Screen recorded 5 November 2026

11 When it is ready, **publish** the project.

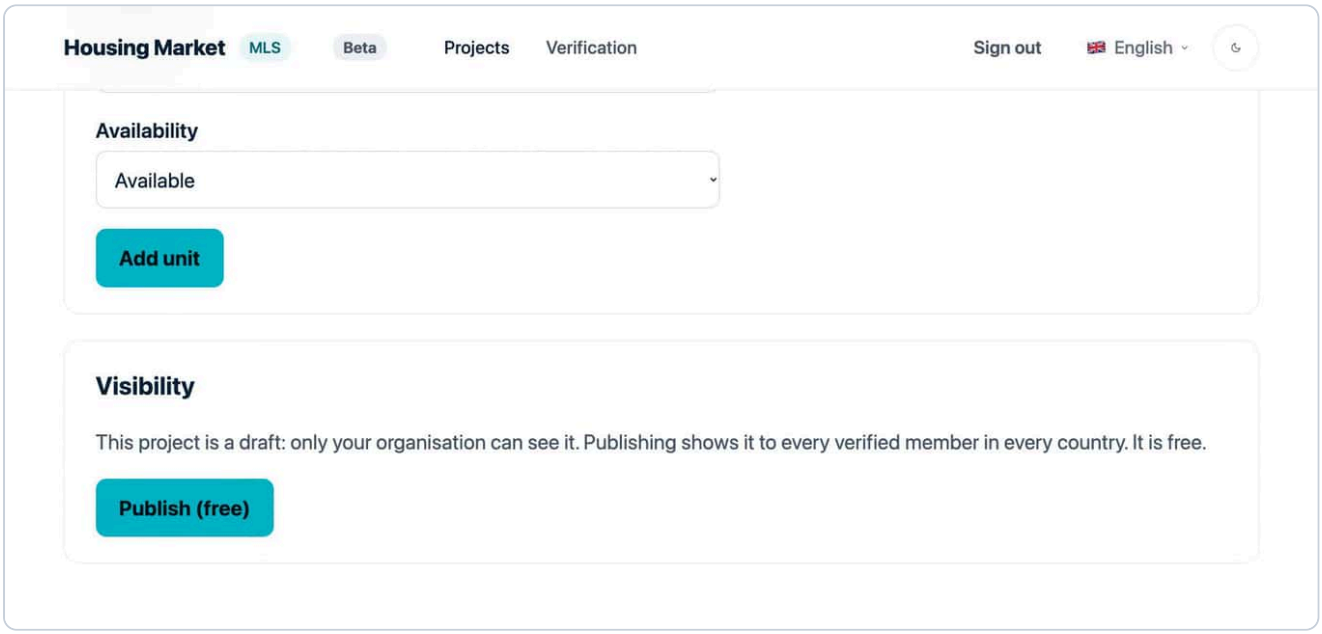


Figure 6.11 · Screen recorded 5 November 2026

12 Publishing shows it to every **verified member**, in every country. It is **free**.

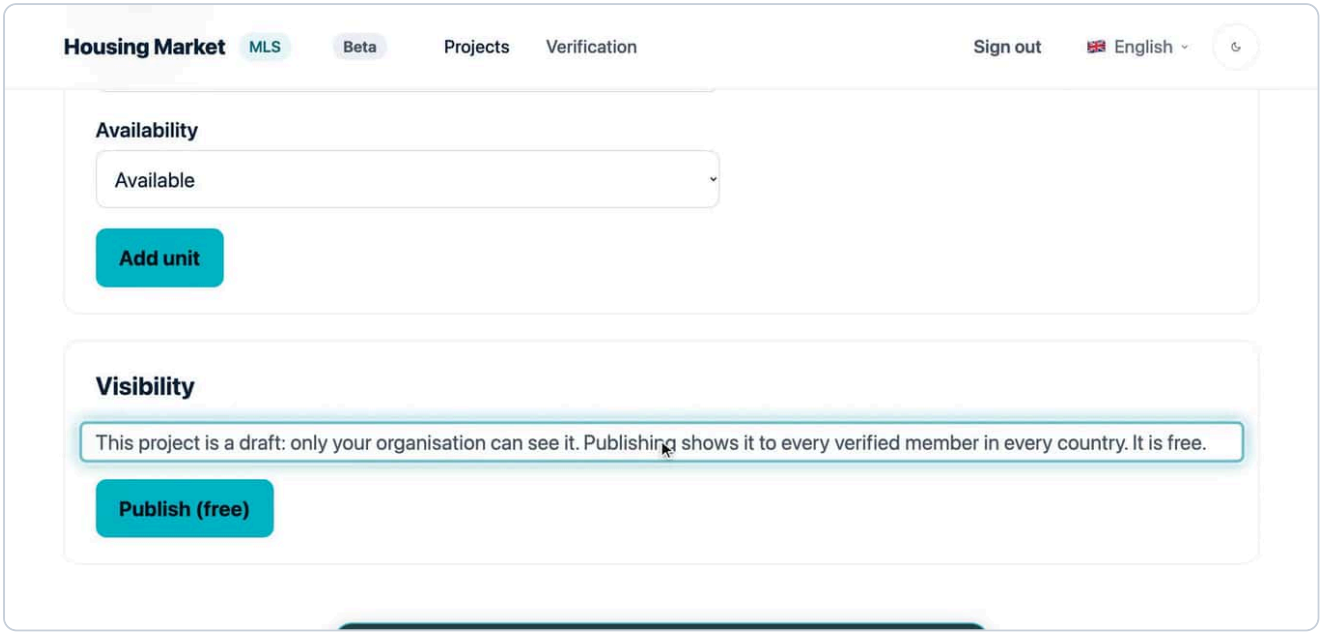


Figure 6.12 · Screen recorded 5 November 2026

13 Select **Publish (free)**.

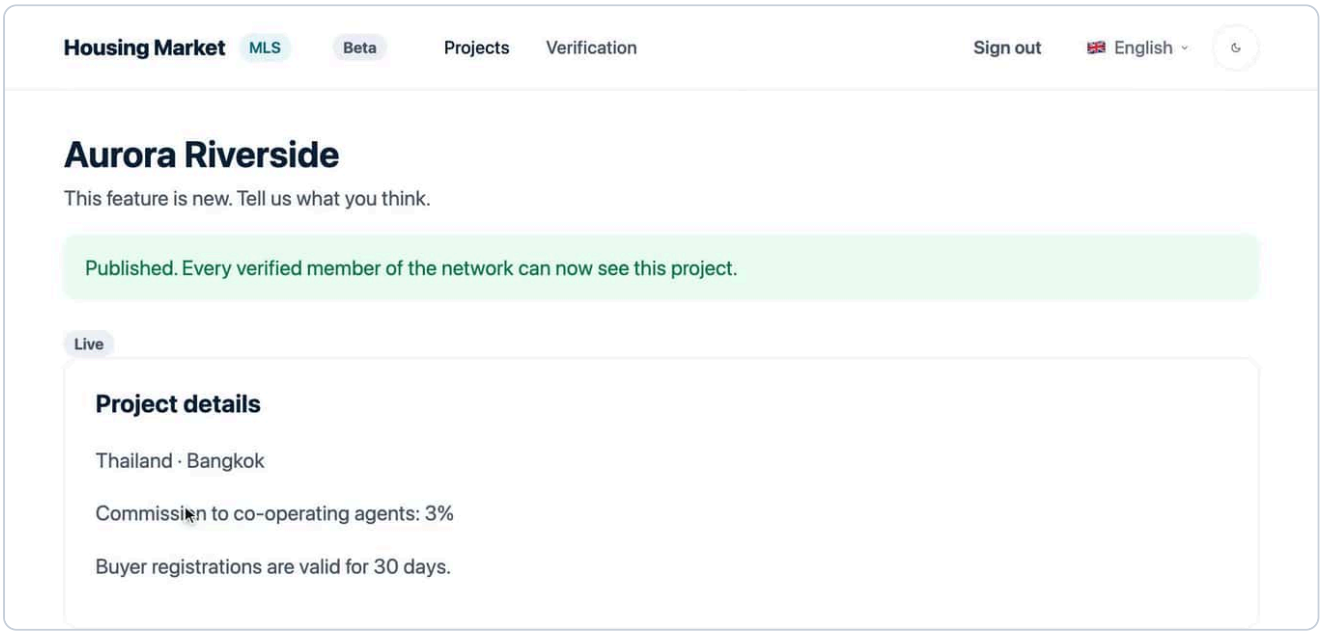


Figure 6.13 · Screen recorded 5 November 2026

14 The project is **live**. Commission rates and notes **stay inside the MLS**.

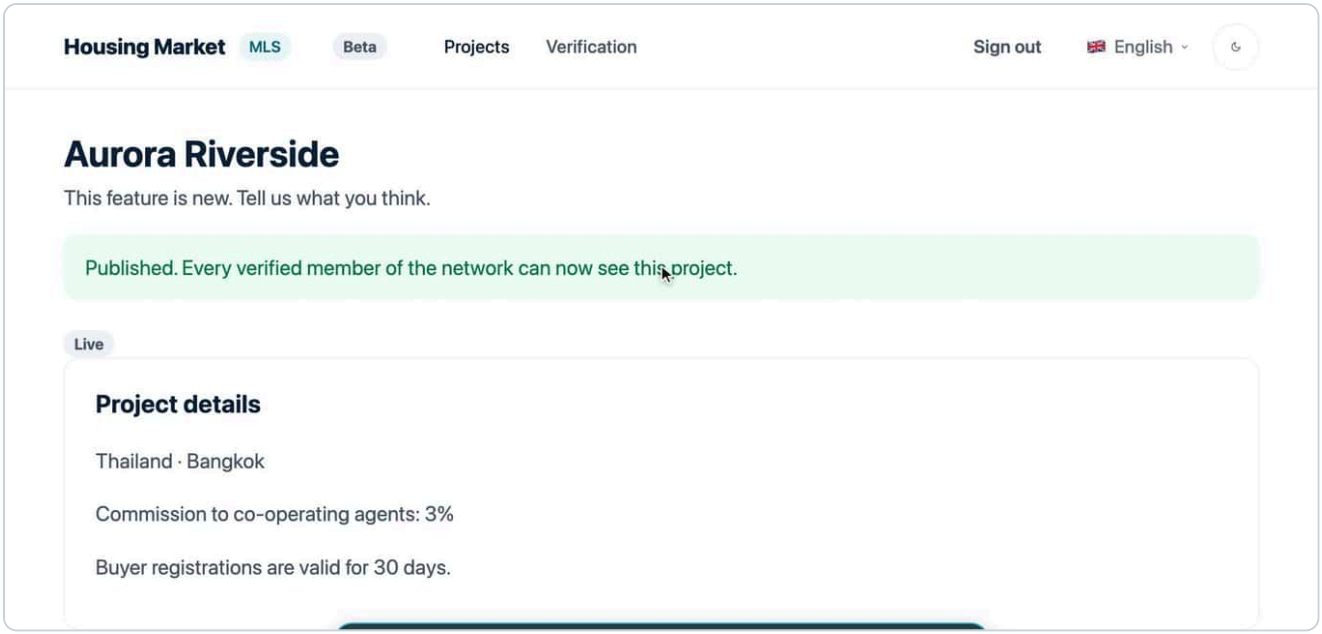


Figure 6.14 · Screen recorded 5 November 2026

GOOD TO KNOW

NOTE

The website and the developer project previews are public. Commission splits, private notes, buyer registrations and agent ratings never are.

Help Center: What is public on Housing Market MLS, and what stays private?

PART 3

Beta, New and Currently updating

7 What Beta, New and Currently updating mean

7 CHAPTER 7

What Beta, New and Currently updating mean

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STEP BY STEP

1 Housing Market MLS carries a small **Beta** marker in its header.

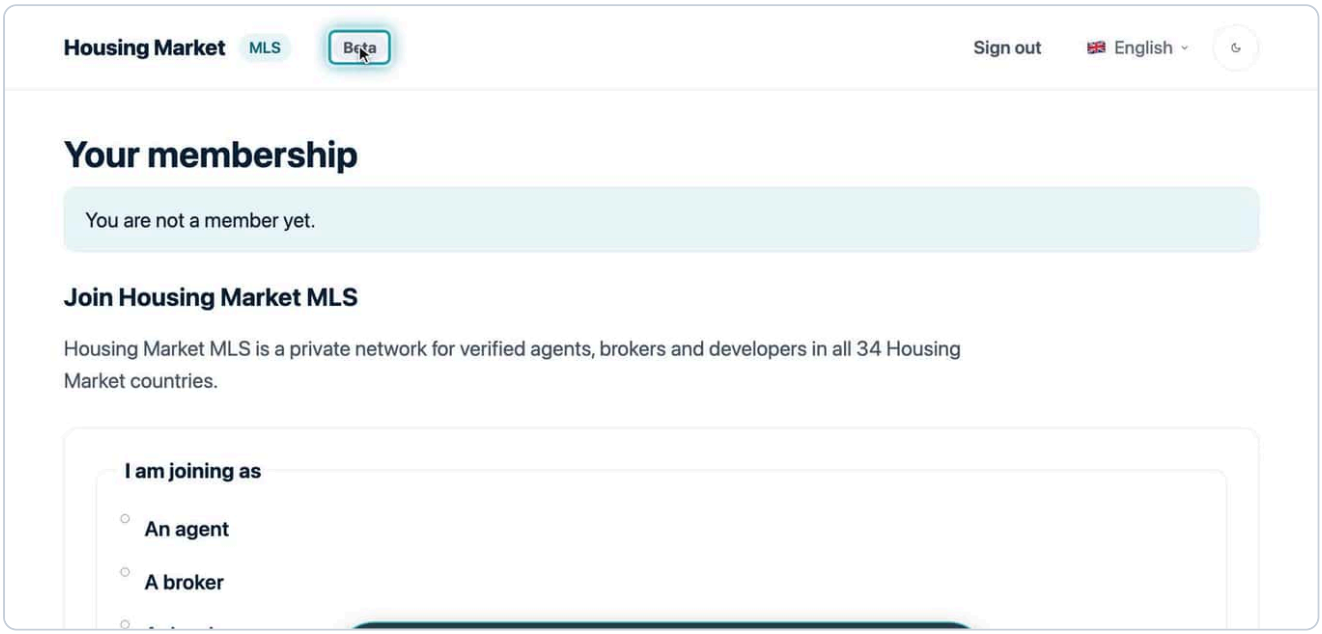


Figure 7.1 · Screen recorded 5 November 2026

2 **Beta** means the feature is **new and ready to use**. We want to hear what you think.

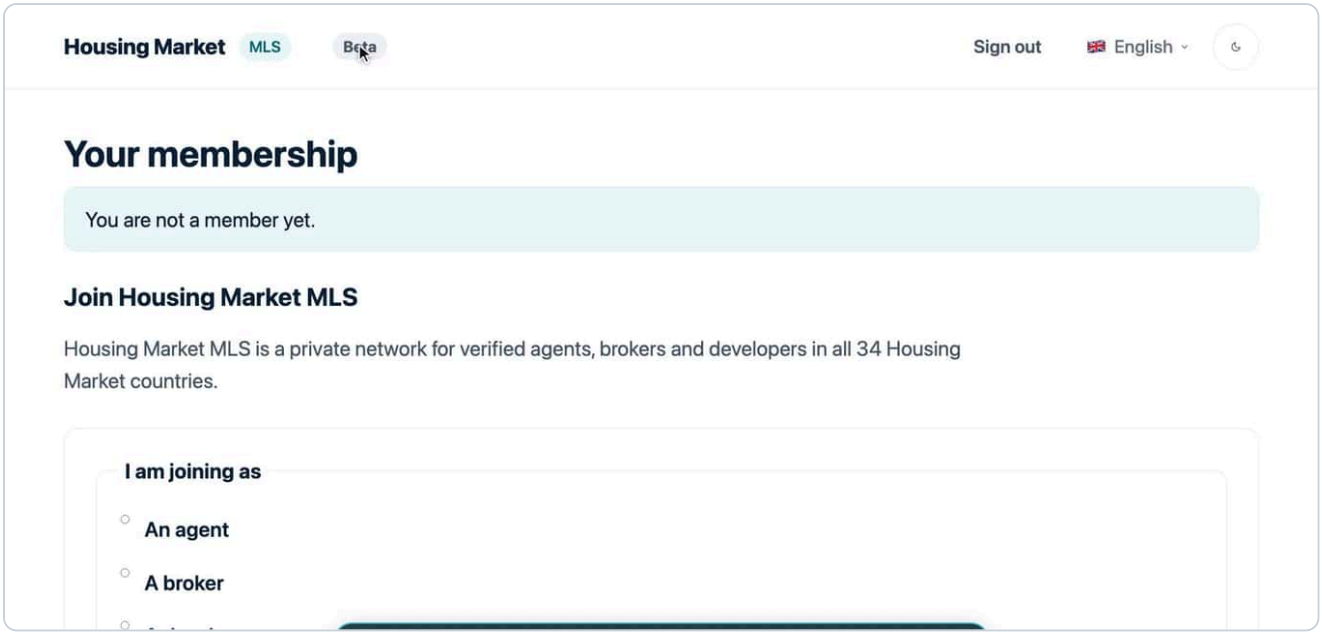


Figure 7.2 · Screen recorded 5 November 2026

3 **New** and **Updated** point out something that was just added or just changed.

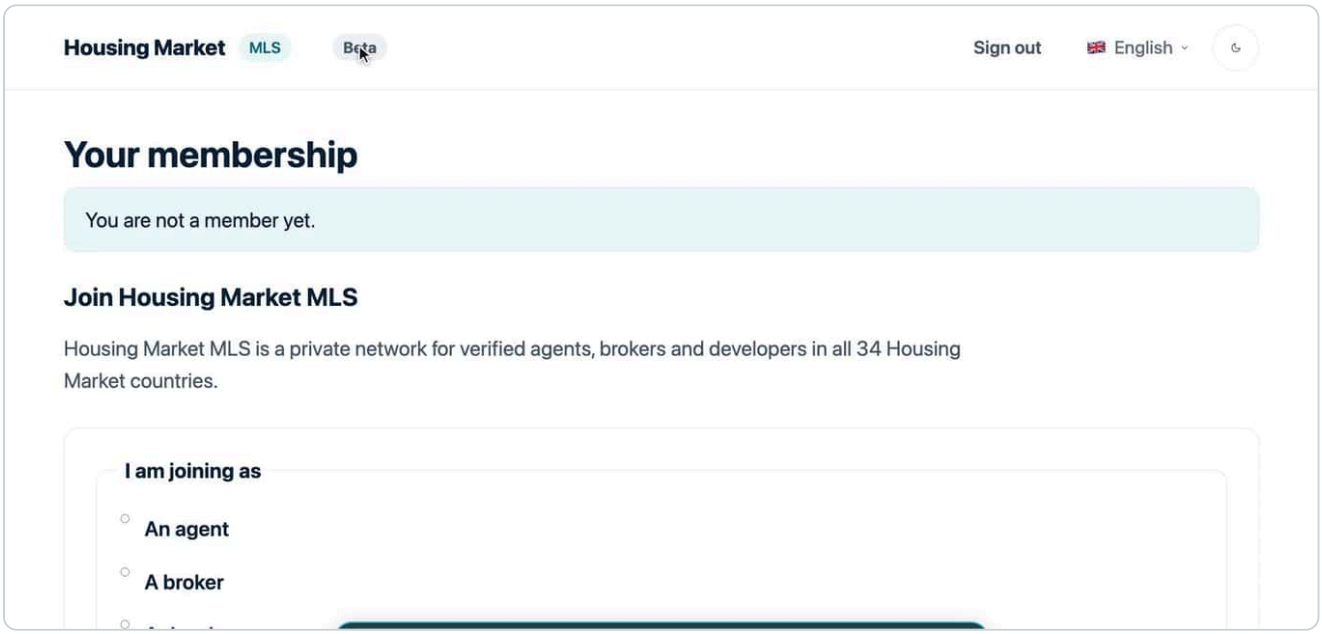


Figure 7.3 · Screen recorded 5 November 2026

4 **Currently updating** means a part is **not ready yet**. It will appear when it is.

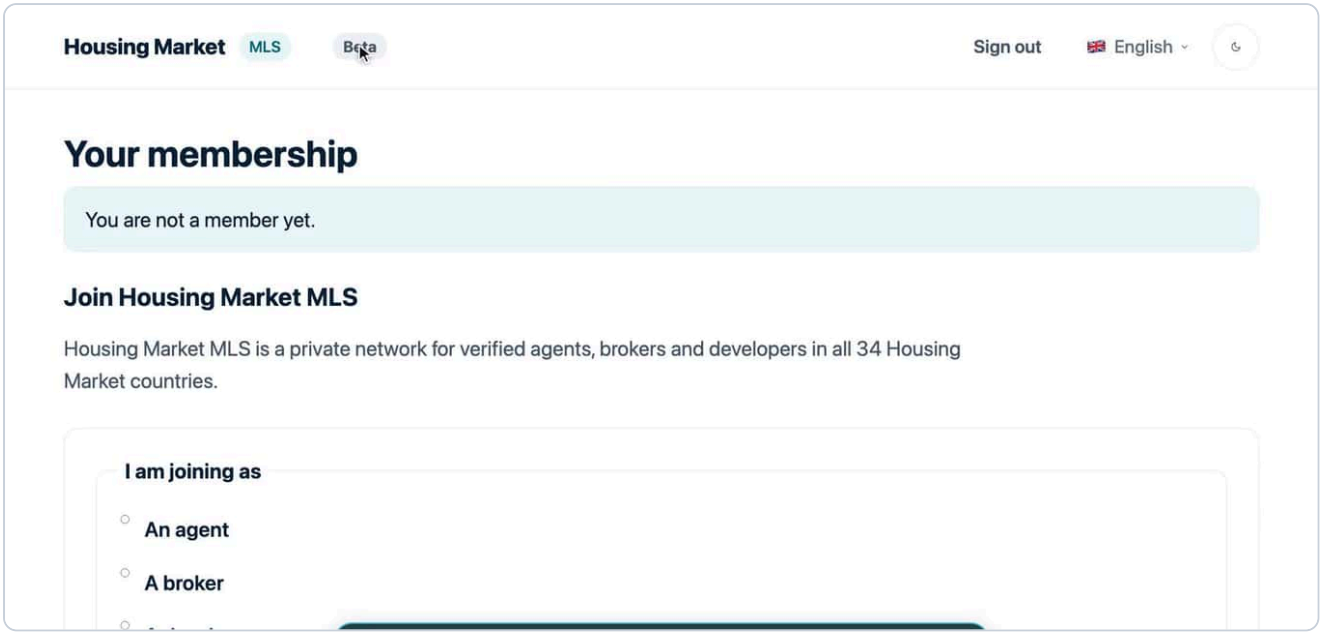


Figure 7.4 · Screen recorded 5 November 2026

5 The markers **go away by themselves** after a while. The feature stays exactly as it was.

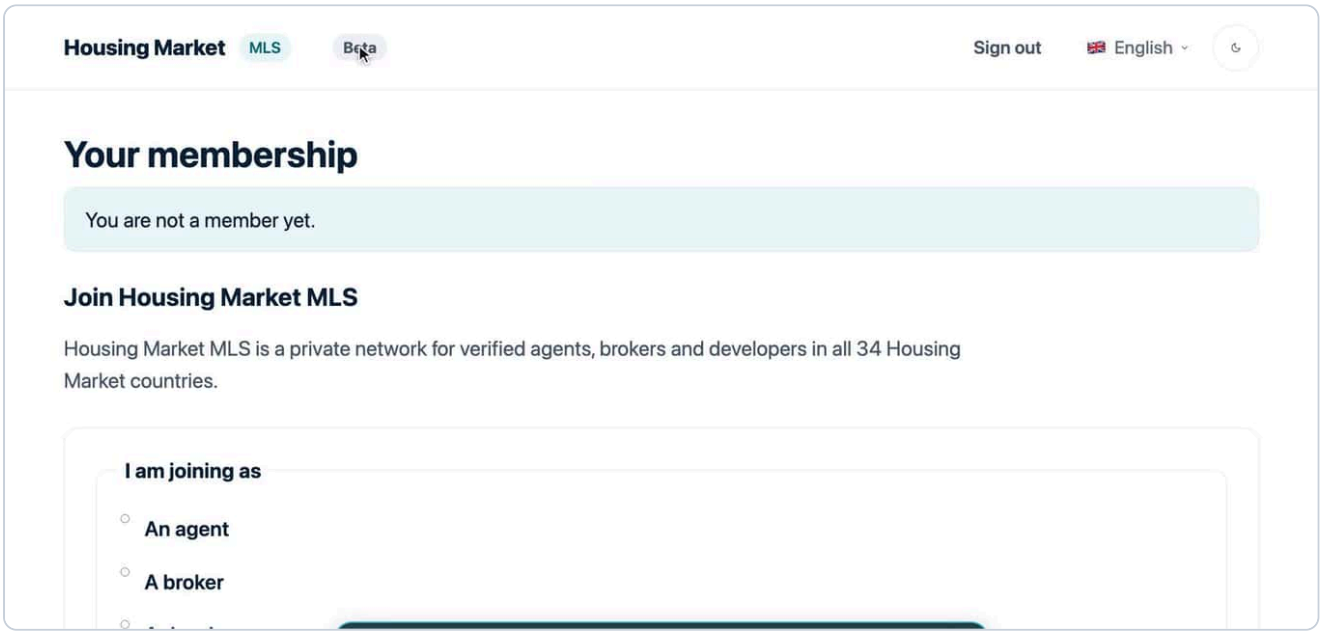


Figure 7.5 · Screen recorded 5 November 2026

6 You will see the same markers in **every Housing Market product**.

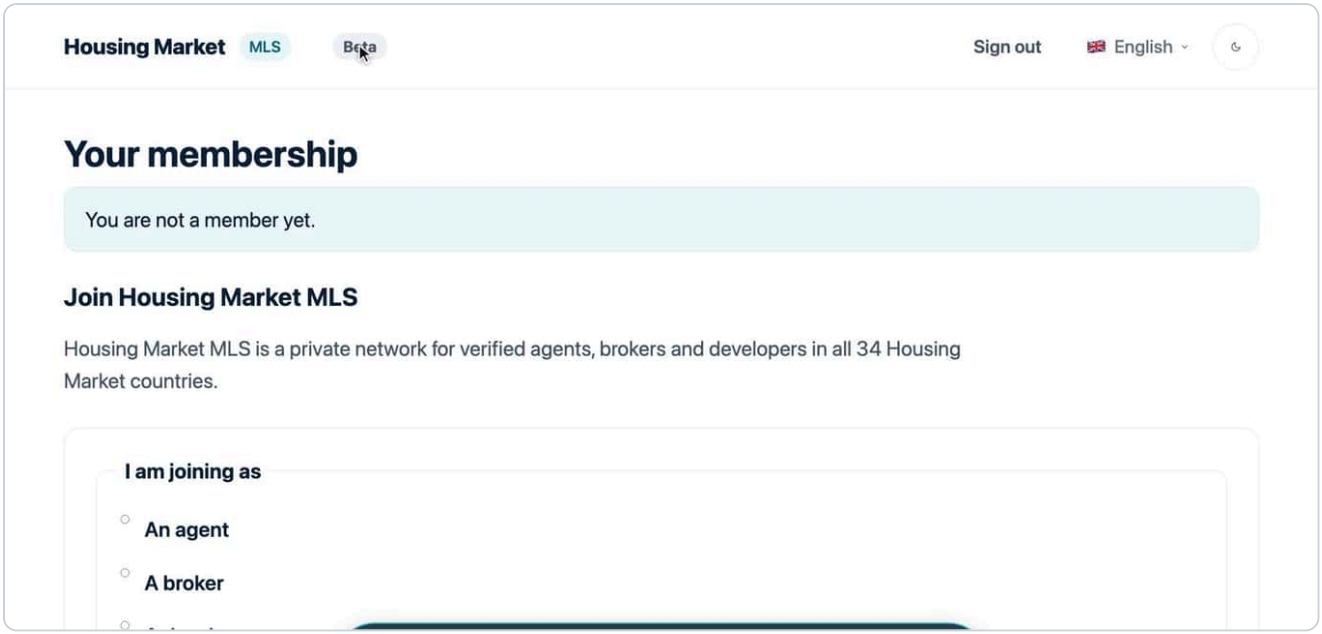


Figure 7.6 · Screen recorded 5 November 2026

Need more help?

Every chapter of this handbook is also a short video, and every explanation in it comes from the Help Center.

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