

STEPS TO INTERBOARD TO  
BRAMPTON REAL ESTATE BOARD (BREB)

## Documents Required

- Completed BREB data form (available on WEBForms®)
- Copy of MLS listing from your home board
- Completed BREB credit card authorization form
- Up to 40 photos max 2MB in size each

Please email these documents to  
[mls@breb.org](mailto:mls@breb.org)

### To ensure timely processing, please ensure:

- Forms are typed. Handwritten forms will not be accepted.
- All mandatory fields are completed (Mandatory fields appear bold/shaded).
- Contract date must be a minimum of 60 days
- Room sizes are in metric.
- For interboards, a completed interboard payment form for \$90 + HST = \$101.70 is included.
- We do not take credit cards over the phone
- For amendments, a completed Interboard form for \$25 + HST = \$28.25 is included.
- All required documents should be emailed in one email with photos to [mls@breb.org](mailto:mls@breb.org). Kindly Write the property address in the subject line.

### For photos and unbranded virtual tours:

- All photos, schedules, disclosures can be email to [mls@breb.org](mailto:mls@breb.org)
- We do not accept Google Drive Links. Please use wetransfer.com for large files
- Virtual Tour links must be on the Data Form.
- No more than 40 photographs will be uploaded.
- Photographs must comply with sizing requirements: 2 MB Max per photo.  
Other attachments should not exceed the size 750 KB per file.

**\*\*\*\*INTERBOARD LISTINGS WILL NOT BE DISTRIBUTED TO  
REALTOR.CA, BROKERBAY OR SHOWINGTIME \*\*\*\***

Once Interboard is processed by BREB a copy of the new listing and BREB MLS number will be emailed along with payment receipt.

**Extensions: Must be received by the Board before 1:00 pm prior to expiry. If extensions are sent after the expiry date, the listing will expire and you will have to re-list the property again at a charge**

Cancellation, Amendments & Suspensions must be emailed to [mls@breb.org](mailto:mls@breb.org) with signed Cancellation / Amendments / Suspensions updated printout of the listings as it appears on your board / association and completed Interboard payment form for \$28.25 (HST included).

There is no charge for Sold Firm, Sold Conditional, DFT, Extensions & Open House updates. The only document required for these changes is an updated home board listing printout showing requested updates.