Automatic Listing Expiration

Last Modified on 11/10/2026 12:26 pm EST

Let Pipeline retire a listing on its expiration date, so nothing lingers on your active list past the day the agreement ended.

Introduction

Every listing has an end date, and automatic listing expiration puts that date to work. When a transaction sitting in a Listing status reaches its expiration date without having moved on to Pending or anything else, Pipeline files it under your Auto Expiry status by itself — no one has to remember, and nothing quietly overstays on the active list.

It's a single company-wide choice, and it's on by default. Turning it off is a genuine option rather than a mistake, but it changes more than what happens on the date: it also changes how the Expiration Date field behaves for the whole life of a transaction. Both modes are worth understanding before anyone flips the switch.

How It Works

The setting is company-wide, it acts only on transactions in a Listing status, and it decides whether the Expiration Date field follows a transaction through the rest of its life.

What Happens on the Expiration Date

If the transaction is still in a Listing status when its expiration date arrives, Pipeline moves it to your Auto Expiry status and clears the Expiration Date at the same time. Pipeline leaves alone a transaction that has already moved on — to Pending, to Closed, anywhere outside the Listing category.

It Needs a Listing-Category Status to Work

Automatic expiration keys off the Listing status category, not off a status name. If your account has no status filed under Listing, there's nothing for the Automatic Expiration Date field to attach to and nothing ever expires on its own.

Statuses mark where each transaction stands in its lifecycle — so your team reads any file at a glance.

See Transaction Statuses

The Expiration Date Field Follows the Setting

This is the part that surprises people, and it's the real trade-off. With automatic expiration **on**, the Expiration Date field only works while a transaction is in a Listing status; move that transaction to Pending and the field greys out and its date comes off, because the feature no longer applies. With automatic expiration **off**, Pipeline treats the expiration date as an ordinary date field — it stays visible and editable at every status, and it stays put.

Why the Date Doesn't Carry to a New Offer

A New Offer starts from a transaction that has left Listing status, and Pipeline removed the date on the way out — so there's nothing left to copy across. Offices that need the original expiration date on the new file either turn

automatic expiration off or enter the date on the new transaction by hand.

Restart a deal or take the next offer as a new transaction, linked to the one before it.

See New Offers

Find Listings That Have Already Expired

Because Pipeline clears the date as a transaction expires, searching by expiration date doesn't turn up the listings that already went. Search on the Auto Expiry status with a Status Changed On date range instead — that's the record of when each one actually expired.

Narrow the Transactions page to exactly the deals you need — search by name, filter by any field, sort the result, and download it.

See Transaction Search

Expiration Reminders Are a Different Setting

Automatic expiration doesn't warn anyone. A separate company setting sends agents a reminder email five days before a transaction is set to close or expire, and it works whether automatic expiration is on or off. If your office wants a heads-up rather than a silent status change, that's the switch to look at — and offices that send their own reminders often turn it off so agents aren't told twice.

Turn On Automatic Listing Expiration

Let Pipeline move a listing to your Auto Expiry status on its expiration date.

Who Can Do This: The master admin. Only master admins can reach Company Settings, and the change applies to the whole account.

To turn on automatic listing expiration:

1. Click the [Gear] in the upper-right corner, then [Admin / Settings].
2. Scroll to the Transaction Settings section.
3. Check the box next to **Enable auto-expiration of transactions in Listed status**.
4. Click [Save Settings].

From now on, a transaction in a Listing status moves to your Auto Expiry status on its expiration date, and you can edit the Expiration Date field only while a transaction is in a Listing status.

Turn Off Automatic Listing Expiration

Keep the expiration date visible on every status and handle expirations yourself.

Who Can Do This: The master admin.

To turn off automatic listing expiration:

1. Click the [Gear] in the upper-right corner, then [Admin / Settings].

2. Scroll to the Transaction Settings section.
3. Uncheck the box next to **Enable auto-expiration of transactions in Listed status**.
4. Click [Save Settings].

Expiration dates now behave like any other date field: they stay on the transaction at every status, they carry over to New Offers, and they remain searchable after the fact. In exchange, nothing expires on its own — a listing that reaches its end date stays exactly where it is until someone moves it, so it's worth having a saved search that shows you which listings are expiring.

Warn Somebody Before the Date Arrives

Expiring is silent. The status changes, the date comes off, and that's the whole event — nobody is told it's coming. The heads-up is a separate switch, and it works the same whether automatic expiration is on or off, which is why offices that want the agent chasing the seller rather than reading about it afterward turn that one on too.

Five days before a transaction is set to close or a listing is set to expire, Pipeline emails the agent a heads-up — automatically, across the whole account.

See Closing & Expiration Reminders

Frequently Asked Questions

Does Pipeline expire listings on its own?

Yes, when the setting is on — and it's on by default. A transaction still in a Listing status on its expiration date moves to your Auto Expiry status by itself.

Which transactions does it act on?

Only ones in a status filed under the Listing category. Anything in Active, Pending, or an inactive category is left alone.

Why did a transaction change to expired when nobody touched it?

It reached its expiration date while still in a Listing status. That's automatic expiration doing its job. If it shouldn't have expired, edit the transaction and put it back into an Active or Listing status.

Why can't I enter an expiration date on a Pending transaction?

With automatic expiration on, the field only works in a Listing status. Outside it, the field is greyed out, because there's nothing left for the feature to act on.

Where did the expiration date go?

Pipeline removes it when the transaction leaves Listing status, or when it expires. The date exists to drive the expiration, so once it can't do that, it comes off.

Can I keep the expiration date visible on every status?

Yes, by turning automatic expiration off — but it's one or the other. With it off, the date behaves like an ordinary field and stays put at every status; in exchange, nothing expires by itself and someone has to move expired listings by hand. Keeping both isn't possible today, and it's a request we've logged.