

APPENDIX III

NWW MLS Guidelines for Reporting Square Footage, Bedrooms, Baths

1. Measurements should be taken from the *exterior* of the house.
2. Square footage should include heated, finished areas only.
3. Enclosed porches, breezeways, etc., should be included in Apx Fin Above or Below Square Footage fields *only* if heated and finished similar to remainder of home. Unheated or unfinished areas should be reported in Apx Unfin Above or Below Square Footage.
4. Square footage should only include area where *ceiling height is a minimum of 5'* (ie: 1.5 story or A-frame houses). Any part of upper level with ceiling height *less than 5'* should **NOT** be included in square footage.
5. Lower levels of bi-level, split level or walkouts should **NOT** be included as Above Grade Square Footage - they should be listed in Below Grade Square Footage.
6. Below Grade Square Footage should include only areas that are finished in style similar to rest of the property and *below grade*. *If area is not finished or heated, **do NOT include*** in either square footage field.
7. Finished lower level bedrooms that meet local building code and occupancy requirements, (*adequate windows, egress*) may be included in the total number of bedrooms and should be included in Below Grade Square Footage.
8. A walk-through bedroom (*a room off another bedroom with no other access*) can be included in square footage fields **but not counted as a bedroom**.
9. A **FULL** bath has a sink, toilet and **either** a shower or tub. Baths with **only** a stool and sink are considered **HALF** baths. Any room with *less than* a stool and sink (stool, shower or sink only) should **NOT** be counted as a part bath but may be mentioned in the Remarks.

WI Administrative Building Code may be found at

http://docs.legis.wisconsin.gov/code/admin_code/sps/safety_and_buildings_and_environment/320_325/321.pdf

1 and 2 story houses

