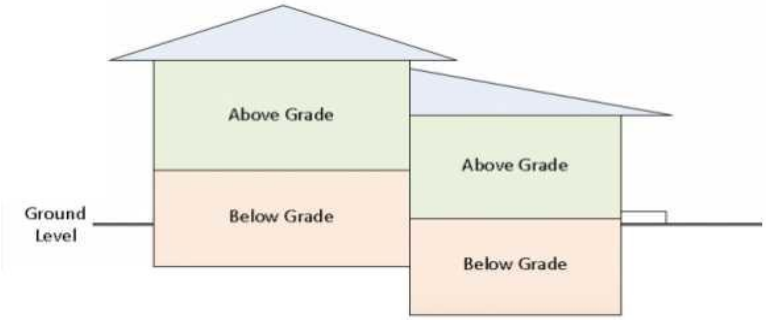
SCWMLS
South Central Wisconsin MLS

FINISHED SQUARE FOOTAGE

It is important that agents be consistent in measuring the finished square footage of homes. Therefore, the following guidelines are provided to aid you in completing the square footage questions on the property profile sheets. Please adhere to these guidelines, as the data you provide is used by other agents and appraisers who need and expect correct and consistent information. When measuring room dimensions, please round down.



A FINISHED ABOVE GRADE SQUARE FOOTAGE

Include the finished area on levels which are completely (100%) above grade. A level is considered to be above grade ONLY IF THE ENTIRE LEVEL IS FULLY ABOVE GRADE (for MLS purposes, grade and ground level are the same). A walk-out basement or lower level with one or more sides even partially below grade (ground level) cannot be counted as above grade finished area even if one or more walls are 100% above the ground.

- **Note**: When measuring the upper level or second floor of a 1 ½ story or Cape Cod type house, do not include floor area under ceilings or beyond walls which are less than five feet in height.
- **Note**: On upper levels of a multi-story property, do not include square footage for vaulted ceiling areas that are open to below (upper level space without a floor).

B FINISHED PART OR ALL BELOW GRADE SQUARE FOOTAGE

This pertains to all styles of houses with or without exposure. A level is below grade if any part of the level is below grade (ground). If one or more sides are even partially below grade, the entire level is considered below grade and all finished square footage on that level must be entered as below grade in the MLS. Walkouts and exposed basements are considered FINISHED BELOW GRADE SQUARE FOOTAGE.

- **Note**: If the above vs. below grade square footage breakdown is questionable, and photos are unclear, the assessor record is the deciding factor.
- **Note**: Please consult the Lower Level Bedroom Guide (available here) for rules on classifying below grade rooms as bedrooms.

C FINISHED TOTAL SQUARE FOOTAGE

Finished total square footage should equal the total of the above two areas (A + B = C).

- **Note**: To be considered finished square footage, the space must be heated, have finished walls, a finished ceiling (no exposed floor joists), and a finished floor (painted concrete does not count). If one of these four components is missing, the space can still be counted as finished, but disclosure of the missing component must be included in MLS remarks (this rule applies to all levels). Only finished rooms may be included in the room dimensions section. An exception is made for the "Other Room" selections of Three-Season Room, Screened Porch, Covered Porch, Deck, Patio, and Garage, as the name discloses those spaces as unfinished. Detached living space cannot be included in the square footage totals, but may be noted in the remarks.