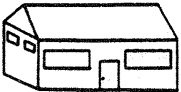

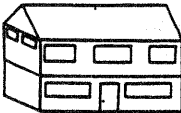
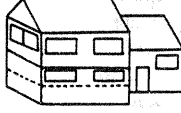




Guidelines For Square Foot Calculations

Measure from the OUTSIDE of the dwelling those portions that are heated, lighted, ventilated, and all or part ABOVE grade which would be considered living space in the marketplace. Do not include garages, porches, attics, basements and the second level of a 2-story foyer. Square footage data provided by other sources such as an owner, builder, or county auditor should be verified personally using these guidelines.

 <p>DWELLING TYPE One Story/Ranch</p> <p>METHOD One finished level above ground.</p>	 <p>DWELLING TYPE Story and One-Half/Cape and Bungalow</p> <p>METHOD One finished level above grade plus 2nd floor area usually 1/2 of main floor; add for dormers.</p>
 <p>DWELLING TYPE Two Story/Colonial</p> <p>METHOD Two finished levels above grade.</p>	 <p>DWELLING TYPE Split-level</p> <p>METHOD Two finished levels above grade, plus finished portion of areas partially below grade.</p>
 <p>DWELLING TYPE Bi-level</p> <p>METHOD One level above grade, plus finished portion of area below grade.</p>	 <p>DWELLING TYPE Attached/Condos</p> <p>METHOD One or two finished levels above ground. Measure outside when possible, otherwise from the center of one party wall to the approximate center of the opposite party wall.</p>

Finished - Means materials of a quality and type of material found throughout the main dwelling: Drywall, acoustic or wood ceiling, drywall or paneled walls; carpet, wood, vinyl or tile flooring.

Commercial and Multi-family - Gross building area shall include area determined by outside dimensions above ground excluding attic and basement. You should clarify by separating the usage in the remarks section (i.e. office square footage from warehouse square footage). Example: 10,000 square feet office/warehouse building is divided into 2,000 square feet office and 8,000 square feet warehouse.

For converted homes used for commercial or multi-family purposes, follow the residential square footage guidelines.