

Single Family Profile Instructions

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Listing Information

Fill in your list price. You need not fill in list date and expire date. They will depend on when the visual inspection is scheduled. Your property cannot be listed before the visual inspection is complete.

Location

Skip the first two fields labeled "location" and "other marketing area." Fill in the rest taking care not to exceed 100 characters including spaces for the directions.

Listing Broker Information

You need only enter the commission for subagent and buyer agent. There will be either a subagent or a buyer agent who brings the buyer. Not both. A subagent does not have a buyer agency agreement with their buyer and technically works for the seller.

All the other checkboxes are standard. Leave them blank. They will be filled out by the broker.

House Description

Fill in all non-shaded boxes.

Finished below or part below grade means walkouts and exposed basements. See square footage guide PDF for further information.

For baths, there is no longer a $\frac{3}{4}$ designation. They are now considered full.

Write in the number of each type of bath for each level.

Shaded dimension boxes are required for rooms you are including. I.e. if you've selected M for main for a dining room then you must add its dimensions as well.

Don't forget the laundry level.

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Assessment & Taxes

Fill in all the fields.

Schools/Owner/Builder

Fill in the unshaded boxes. Shaded boxes may be filled in if desired.

Building Description

Fill in all the unshaded boxes. Shaded boxes may be filled in if desired.

MLS Remarks

You must stay at or below 512 characters including spaces. To count your characters copy and paste your remarks into this form: <http://www.fsbomad.com/character-count.asp>.

Additional Remarks for WisconsinHomes.com

Please leave this blank. The URL of your FSBO Madison page and your phone number will go here.

Broker to Broker Information

Please leave blank.

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Circle at least one number under each category!

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Showing Instructions

Enter a contact name and number and special instructions such as “remove shoes,” “cat on premises,” “24 hours notice requested,” etc. Please do not exceed 512 characters including spaces.

Open House Date

If you have one scheduled, enter it. We can only schedule one at a time. Email new open houses only after your current open house has passed. webmaster@fsbomadison.com

Virtual Tour URL

If you have one or have a website for your property, enter the URL here. Note that there must not be contact information on the site this points to. (I don't know why, that's the SCWMLS.)