



“The Voice for Real Estate”  
In Elkhart County

<http://www.ecbor.com>

Elkhart County Board of REALTORS® , Inc.  
Multiple Listing Service  
57225 Alpha Drive  
Goshen IN 46528  
Phone (574) 875-3283  
Fax (574) 875-7174

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## Multiple Listing Service of Elkhart County Inc. Square Footage

Although the MLS staff is not qualified to instruct members on how to measure a house, we are able to offer some guidelines to show what fields the square footage data should be placed in various situations. We hope this helps.

- Main Level SF + Upper Level SF = Above Grade SF
- Above Grade SF + Below Grade Finished SF = Combined Finished SF
- Almost all listings should show square footage in the Main Level field including Bi-Levels.
- Bi-Levels – enter square footage in the Main Level field, Below Grade fields, and Combined Finished
- Tri-Levels – enter square footage in the Main Level, Upper Level, Below Grade fields, and Combined Finished
- Quad Levels – enter square footage in the Main Level, Upper Level, Below Grade fields, and Combined Finished

**SQUARE FOOTAGE POLICY:** Reporting square footage in the MLS is mandatory. The MLS has separate fields to allow the agent to report the individual levels of square footage in the home. The MLS standard for reporting square footage in the MLS requires that the list office enter the square footage calculations in the appropriate categories: Combined Finished Square Footage, Main Level Square Footage, Upper Level Square Footage, Below Grade Finished Square Footage, Below Grade Square Footage, Above Grade Square Footage. Reporting of square footage that is in violation of this policy will result in a \$50 fine.

If you have any questions, please feel free to call the MLS office at 875-3283 or email [mls@ecbor.com](mailto:mls@ecbor.com)



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