

## Data Mailer Glossary of Terms

**Number of Living Units:** Each living unit must have separate cooking and bath facilities.

**Style:** The type of residential home identified by its architectural characteristics.

**Approximate Year Built:** The approximate year built, if known.

**Story Height:** The number of stories for the main section of the dwelling noted in the sketch as “A”.

**Attic:** Must have a permanent stairway leading to the floor above the main living area, and there must be adequate headroom at the peak of the roof. Possible attic entries include:

None	There is NO permanent stairway
Unfinished	Has permanent stairs and headroom, but no finished walls, ceiling, or floor
PT Finished	Either part of the area is fully finished, or all the area is partially finished
Fully Finished	The entire attic area is finished into living space

**Heating System:** The type of system and fuel used to heat the dwelling.

**Central Air Conditioning:** A system that cools the living unit. Window units are not counted.

**Fireplace:** The number of usable fireplace openings. Count does not include free standing stoves.

**Total Rooms:** Total number of separate rooms, excluding bathrooms, hallways, and closets.

**Total Bedrooms:** Separate rooms designated to be utilized as bedrooms.

**Total Full Bathrooms:** The number of full baths in the residence. FULL BATH refers to the number of water fixtures (three or more) – including a toilet, sink, and bathtub or shower stall.

**Total Half Bathrooms:** The number of half baths in the residence. HALF BATH refers to the number of water fixtures (two) – usually a toilet and a sink.

**Basement:** The area found under the main section of the dwelling noted in the sketch as “A” and is completely or partially below ground level.

**Basement Garage Spaces:** The number of designated spaces for vehicle parking in the basement level of the dwelling.

**Finished Basement:** Finished area within the basement level of the dwelling. Finishes are of the same quality of the rest of the dwelling. Floor, Ceiling and walls meet these criteria.

**Rec Room:** A section of the basement level of the dwelling that has received some degree of interior finish. The quality of finishes is lower than that of the main living areas of the dwelling. Improvements have been made to only two out of the three primary components — flooring, ceiling, or walls — with one component remaining unfinished.

**Total Living Area:** Square footage of living area. Includes Finished Basement but not Rec Room area.

**Sales Information:** Property sales history.

**Detached Structures:** Non-living area property improvements which are not attached to the dwelling.