



BismarckMandanByOwner.com

Bismarck Mandan By Owner, LLC P.O. Box 7112 Bismarck, ND 58507-7112
701-751-1077

Manual Listing Packet:

Please read the following service agreement and then fill out the property information as completely and accurately as possible. You must pay by check in order to complete the manual listing. We will post your listing as soon as we receive this information in the mail and your check clears. Please contact us with any questions.

Service Agreement Terms

BismarckMandanByOwner.com is owned and operated by Bismarck Mandan By Owner, LLC. Throughout this Service Agreement we will refer to Bismarck Mandan By Owner, LLC as BismarckMandanByOwner.com and/or the Website.

BismarckMandanByOwner.com provides a advertising service for "For Sale By Owner" (FSBO) real estate properties. We do not represent the seller or the buyer nor do we provide real estate or legal advice.

The owners of BismarckMandanByOwner.com have no liability or responsibility regarding the accuracy of the information contained on this Website. The property owner is solely responsible for the accuracy of the information regarding their property. BismarckMandanByOwner.com makes no guarantees, warranties or representations regarding the accuracy, correctness or completeness of the information.

The owners of BismarckMandanByOwner.com do not represent themselves to be real estate agents, realtors or brokers. BismarckMandanByOwner.com only receives money from the property owner for the web listing and related items and does not receive money from the buyer for any information or advice related to that sale or upon the sale of the property. The property owner is responsible for all aspects regarding the sale of the property. BismarckMandanByOwner.com strongly recommends that you hire the services of a real estate attorney to help with the legal aspects and paperwork involved with the actual real estate transaction. BismarckMandanByOwner.com also recommends the property owner enlist the services of other real estate related professionals (ie. mortgage brokers/financial institutions, appraisers, inspectors, insurance agencies and title companies).

Equal Housing Opportunity

BismarckMandanByOwner.com is committed to the full letter and spirit of U.S. policy regarding equal housing opportunity. BismarckMandanByOwner.com encourages a completely fair, without barriers system to obtain housing because of race, color, national origin, religion, sex, familial status and disability.

The information provided by the property owner is subject to the Federal Fair Housing Law.

"Title VIII of the Civil Rights Act of 1968 (Fair Housing Act), as amended, prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including children under the age of 18 living with parents of legal custodians, pregnant women, and people securing custody of children under the age of 18), and handicap (disability)." <http://www.hud.gov/offices/fheo/FHLaws/index.cfm>

Listing Policy

If you purchase any service by BismarckMandanByOwner.com you are agreeing to the following:

- You will abide by the Service Agreement.
- The information you provide is accurate to the best of your knowledge.
- You are the legal owner of the property you are listing.
- If you are a broker/owner, you will disclose that fact in the description of the ad and with the appropriate icon.
- You will not reference other websites, businesses or organizations in your listing.

- You acknowledge that this service is continuous and if canceled the property owner must pay another Listing Fee to re-list.
- The listing is for one property only and may not be transferred to any other property.
- You agree to maintain the information of your listing by promptly updating information to represent the most current situation and data. (ie. sold, sale pending, change in price, listing with a real estate agency etc.).
- BismarckMandanByOwner.com has the right to remove the listing at anytime if you are not in compliance with these policies.
- Your listing will expire as soon as your property is sold, taken off the market or listed with a real estate agency. The property owner agrees to notify BismarckMandanByOwner.com immediately once an offer has been accepted and a closing date scheduled. This ensures our Website contains the most up-to-date information.

Sign Policy

Underground Utilities and Sprinkler Systems

BismarckMandanByOwner.com does not accept responsibility for injury or damages involving the placement/installation of Yard, Directional, Open House, Sale Pending Sign(s) or Brochure Boxes. It is recommended that the property owner call 811 or 1-800-795-0555 or visit www.ndonecall.com before BismarckMandanByOwner.com installs the Yard Sign and Brochure Box to prevent injury from or damage to underground utilities. Sprinkler system components should also be clearly marked within the designated location of the Yard Sign. BismarckMandanByOwner.com is in no way responsible for damage to sprinkler system components. It is the responsibility of the property owner to place a flagged-marker in the designated Yard Sign location. Purchasing of any of our services indicates your agreement and compliance with this policy.

Signage Delivery and Placement/Installation

Once a web listing has been paid for and posted on BismarckMandanByOwner.com, the customer will be notified by phone to schedule a convenient time for Signage Delivery and Placement/Installation.

The Yard Sign(s) and Brochure Box are placed/installed by BismarckMandanByOwner.com. Directional, Open House and Sale Pending Signs (Please place Sale Pending Sign on the Yard Sign once a serious offer has been accepted and a closing date scheduled.) will be placed/installed by the property owner when appropriate. BismarckMandanByOwner.com is not responsible for any fine or penalty resulting from their unlawful placement. BismarckMandanByOwner.com does not accept responsibility for injury or damages involved with the placement/installation of any Signage.

Writing on Signs

All Signage and Brochure Boxes are the property of BismarckMandanByOwner.com. No writing is allowed on the Signage. A rider will be attached to the Yard Sign(s) with your Personal Web ID Number and your requested Contact Phone Number. If the Signs are written on, then the property owner will be billed accordingly. Fees: Directional Sign - \$15, Open House Sign - \$15, Yard Sign - \$35, Rider - \$15.

Signage Return

If your property is sold, taken off the market or listed with a real estate agency, then all Signage will be made available for immediate pick-up by BismarckMandanByOwner.com. Signage, with the exception of the Yard Sign(s), should be placed by the property owner's front door or other easily noticed location. The Signage will be picked-up within 7 days from the date of closing. It is your responsibility to gather Directional and Open House Sign(s). The property owner is responsible for their safe keeping. The Yard Sign(s) and Brochure Box(s) will be removed by BismarckMandanByOwner.com. If the Yard Sign(s), and its components, or Brochure Box(s) is damaged beyond normal wear and tear the customer will be billed accordingly. Fees: Steel Frame - \$30, Yard Sign - \$35, Rider - \$15, Brochure Box - \$10.

BismarckMandanByOwner.com recognizes that both the Directional and Open House Sign(s) are usually not located on your property and that sometimes these types of Signs are damaged, lost or stolen. Because of this fact, property owners will not be charged additional fees if any of the above mentioned occurs. However, the property owner is still responsible for

all Signage and should make every reasonable effort to return all Signage to BismarckMandanByOwner.com in their original condition.

Transfer and Continuous Listing Policy

Listings are for one property and are not transferable to other properties. Listings are continuous and cannot be stopped and re-started without paying another Listing Fee.

Privacy Statement

BismarckMandanByOwner.com will not lend, sell, rent, or knowingly divulge ANY information about you, the property owner, with anyone other than its subsidiaries and affiliates except as required or permitted by applicable law. However, as an online advertiser we do not control e-mail or phone calls you may receive as a result of publishing your information on BismarckMandanByOwner.com. Once your property and contact information is published on the site it is considered public information and its use is outside of the control of BismarckMandanByOwner.com. See complete Privacy Policy below.

Intellectual Property

BismarckMandanByOwner.com maintains this Website as a paid service to real estate owners looking to sell their property and as a free service to real estate buyers. All information is provided without warranty of any kind, either expressed or inferred or for non-infringement. Access and use of the Website and all company links are subject to the terms and conditions and to all applicable laws regulating the user of the Internet and those relating to the use of any and all content. BismarckMandanByOwner.com reserves the right to revise the terms and conditions for access to its Website, without prior notification, in its sole discretion. This website and its contents are the sole property of BismarckMandanByOwner.com

Liability Disclaimer

Inaccuracies and other errors may be found in the information, software, products and services published on this Website. Changes and/or improvements are periodically added to any and all, information, software, products or services, without prior notification, by Bismarck Mandan By Owner, LLC or affiliates. Under no circumstance shall Bismarck Mandan By Owner, LLC and affiliates be liable for any punitive, secondary, special or indirect damages, contract or based on strict liability. Bismarck Mandan By Owner, LLC and affiliates are in no way liable even if previously warned of the possibility of a negative result.

Refund Policy

Because most of BismarckMandanByOwner.com expenses are incurred in the first few days of listing a property we cannot offer refunds. However, if a refund is requested before your web listing is made public, posted on BismarckMandanByOwner.com, than a refund in the amount you paid will be granted.

Hold Harmless Clause

Users and Advertisers agree to hold harmless Bismarck Mandan By Owner, LLC and its officers, directors, employees or agents from any liability for damages that may arise out of or in connection with the use of BismarckMandanByOwner.com or any third party site/content/service referenced on the site. This is a complete limitation of liability that applies to all damages of any kind, including (without limitation) compensatory, direct, indirect or consequential damages, loss of data, income or profit, loss of or damage to property, personal injury, and claims of third parties.

Privacy Policy -This privacy policy discloses the privacy practices for <http://www.bismarckmandanbyowner.com>.

Information Collection and Use

BismarckMandanByOwner.com is the sole owner of the information collected on this site. All information is voluntarily provided by the user during the registration process. We will not sell, share or rent this information.

Registration

During the registration process the user is required to give their contact information (such as name, address, phone and

email addresses) and property information and photos. All information collected is for business operational purposes only and is used to contact the user regarding the products and services they have shown specific interest.

Order Form

After registering, the user is required to fill out the the payment page. This page links you to the PayPal site. PayPal is designed to be a safer way to send money online. PayPal doesn't expose or sell your financial information to merchants. Paypal works by first securely storing your sensitive financial information on their servers. Then, when you use PayPal to pay online, you provide only your PayPal email address. The merchants/retailers (ie. BismarckMandanByOwner.com) receive payment from PayPal without ever seeing your financial information.

[*Click here for more information about the highly secure PayPal payment method.](#)

Cookies

We use "cookies" on this site. Cookies are pieces of information used to identify web visitors and used to customize web pages for them. Common uses of cookies are user/password combos, shopping carts, preferences, settings, etc. This information is stored in tiny files and placed on your hard drive. Servers access these files when you return to the site. Cookies enable us to improve your overall experience with the site. Usage of a cookie is in no way linked to any personally identifiable information while on our site. You have the ability to disable the use of cookies but this may limit access and usability of some parts of the site.

Links

This web site contains links to other sites. Please be aware that we are not responsible for the content or privacy policies or statements of other sites. We encourage our users to be aware when they leave our site and to read the privacy policies and statements of any other site that collects personally identifiable information.

Informational Access and Control

As a registered seller (No other personal information is collected from any other user.) of BismarckMandanByOwner.com you have 24/7 access, through the use of a username and password, to all data that BismarckMandanByOwner.com stores on a secured server. This easy user access allows you the simple and immediate ability to add, delete or edit any and/or all personal or property information. If however, you wish to contact BismarckMandanByOwner.com directly you may request at anytime to:

- View what data we have about you or your property.
- Change and/or correct any data we have about you or your property.
- Request any data we have about you or your property be deleted.
- Inquire about or express concerns regarding the use of your data.

This can usually be done through our Contact Us Form or by emailing BismarckMandanByOwner@gmail.com.

Security

BismarckMandanByOwner.com takes every precaution to protect the personal information of its users.

Changes to our Privacy Policy

If we decide to use any personally identifiable information in a manner different from what was stated in the privacy policy at the time it was collected, we will notify you by email. You will have the option to refuse the use of your information in the different way described, and if requested, we will continue to use your information in the same manner at the time it was collected.

If at any time you feel we are not following this privacy policy, please contact us at 701-751-1077 or email BismarckMandanByOwner@gmail.com and we will address your concerns immediately.



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Please complete the following information to be sent to us. You may retain your copy of the service agreement if you would like. All fields marked with an * must be filled out.

Seller Account Information:

Seller Name:* _____ Seller Email:* _____

Seller Phone:* _____ Seller Notes: _____
(This number will be printed on your yard sign.) (ie: When is the best time to contact you.)

Seller Street Address: _____

City _____ State _____ Zip _____

We will set up your Seller Account with your username and password. Your username will be your email address and you may choose a password.

Password _____

*If you do not choose a password, we will assign one to you.

Property To Be Sold Information:

Street Address:* _____

City:* _____ State:* _____ Zip:* _____

Area* - *Please circle ONE* -

Northwest Bismarck Northeast Bismarck Lincoln Other

Southwest Bismarck Southeast Bismarck Mandan

Asking Price:* _____ Specials Balance:* _____ Property Taxes:* _____

Year Built:* _____ # of Bedrooms:* _____ # of Bathrooms:* _____

Main Floor Square Feet:* _____ Total Square Feet:* _____

Lot Size: (in acres)* _____ House Style: (ie: Two-Story, Ranch) _____

Property Type* - Please circle ONE -

Single-Family

Townhome/Condo/Patio

Recreational/Vacation

Multi-Family

Lot/Acreage

Farm/Ranch

Number of Fireplaces:* _____

Fireplace Type: _____

Type of Heating & Cooling:* _____

Additional Buildings: _____

Appliances Included: _____

Nearby Schools: _____

Siding Type/Material: _____

Describe the flooring types in your home: _____

Garage & Type: _____

Driveway Material: _____

Services that are provided at your property: (Example: MidContinent, etc.): _____

Water/Sewer Source: _____

Basement Type: _____

Directions to your property:* _____

Property Description:*

(Please attach additional sheets if necessary and write exactly as you would like it to appear on your listing!)

Please Circle "Yes" or "No" for each of the following statements.

Is a buyer's agent welcome at your home?

Yes No

Do you have an assumable mortgage?

Yes No

Is the property owner a real estate agent/broker?

Yes No

Do you have owner financing available?

Yes No

Photos:

Once we receive your listing packet and complete your web listing, you will be able to upload your photos. We can help you upload them if you would like. Just send us an email with your photos attached to BismarckMandanByOwner@gmail.com.

No digital camera? Not sure how to upload photos? We can help!

Please check here if you would like help with the photo portion of your web listing _____

I agree to all terms of the Service Agreement. I understand that I need to send a check/money order payable to BismarckMandanByOwner, LLC for \$99 in order for my listing to post. I understand that BismarckMandanByOwner.com will complete my web listing and that my listing will post once my check is cleared. I will then be contacted regarding my listing and signs.

Signature of Seller

Date