

1. Date July 23rd, 2025

2. Page 1

3. **DEFINITIONS:** This Contract involves the property located at 2330 Elianna Dr Northfield,  
 4. legally described as LOT 3 BLOCK 2 OF FARGAZE MEADOWS TOWNHOMES  
 5. \_\_\_\_\_ ("Property").

6. Seller is Northfield Housing & Redevelopment Authority.

7. Broker is Edina Realty, Inc.  
 (Real Estate Company Name)

8. This Contract may only be canceled by written mutual agreement of the parties.

9. **LISTING:** Seller gives Broker the exclusive right to sell the Property for the price of \$ 315,000

10. Seller will require the following terms: Cash or Conventional financing ;

11. \_\_\_\_\_. This Contract starts July 23rd, 20 25 (year), and ends

12. at 11:59 p.m. on November 30th, 20 25. In exchange, Broker agrees to list the Property and try

13. to sell it. Broker may place a For Sale sign and a lock box with keys on the Property. Seller authorizes Broker to allow  
 14. showings and hold open houses at the Property at such dates and times as mutually agreed. Seller understands that  
 15. Seller shall be fully responsible for the safekeeping and security of any personal property which may be kept or maintained  
 16. on the Property. Seller understands Broker is a member of a local Multiple Listing Service (MLS), and Broker shall give  
 17. information to Broker's MLS concerning the Property as provided by MLS rules. Broker may also distribute information  
 18. regarding Seller's Property to the general public. Seller shall keep Broker notified of relevant information important  
 19. to the sale of the Property. If Broker sells the Property, Broker may notify Broker's MLS and members of the area  
 20. boards of REALTORS® of the price and terms of the sale. Seller understands that this Contract DOES NOT give  
 21. Broker authority to rent or manage Seller's Property. Broker may place information on the internet concerning the  
 22. property, including the Property's address. Upon final acceptance of a purchase agreement, Seller allows  
 23. Broker to withdraw the Property from the market. Seller understands that Seller has the additional options of allowing:  
 24. (1) an automated "valuation" of Seller's property, which may be lower than Seller's asking price, to appear alongside  
 25. the property on virtual office websites operated by other brokers ( VOWs ); and (2) comments about  
 26. Seller's property to appear on these VOWs, including negative comments, made by persons other than the  
 27. broker operating the VOW. At this time, however, Seller declines options (1) and (2), understanding that Seller may  
 28. change these selections at any time.

29. Seller understands that mortgage financing services are usually paid for by the buyer; however, certain  
 30. insured government loans may require the Seller to pay a portion of the fees for the mortgage loan. Seller  
 31. understands that Seller shall not be required to pay the financing fees on any mortgage without giving  
 32. Seller's written consent. Seller understands that Broker may list other properties during the term of this Contract.

33. **LISTED FOR LEASE:** The Property ☐ IS ☒ IS NOT currently listed for lease. If IS, the listing broker is  
 -----(Check one.)-----

34. \_\_\_\_\_. If IS NOT, Seller ☐ MAY ☒ MAY NOT list the Property for lease during the  
 35. terms of this Contract with another broker. -----(Check one.)-----

36. Nothing in this Contract shall prohibit Broker and Seller from entering into a listing agreement for the lease of this  
 37. Property upon terms acceptable to both parties.

38. **SELLER'S DUTIES:** Seller shall cooperate with Broker in selling the Property. Seller shall promptly  
 39. tell Broker about all inquiries Seller receives about the Property. Seller agrees to provide  
 40. and pay for any inspections and reports required by any governmental authority. Seller  
 41. agrees to provide home owners' association documents, if required. Seller shall remain responsible for security,  
 42. maintenance, utilities and insurance while Seller owns the Property, and for safekeeping, securing and/or concealing  
 43. any valuable personal property during Property showings or open houses. Seller shall surrender any  
 44. abstract of title and a copy of any owner's title insurance policy for this Property, if in Seller's possession or  
 45. control, to Buyer or Buyer's designated title service provider. Seller shall take all actions necessary to convey



47. marketable title by the date of closing as agreed to in a purchase agreement. Seller shall sign all documents  
48. necessary to transfer to Buyer marketable title to the Property. Seller has the full legal right to sell the Property.

49. **ACCESS TO THE PROPERTY:** Seller authorizes access to the Property to facilitate showing and the sale of  
50. the Property. This may include access by Broker and its associates, other brokers and their associates, and other  
51. professionals. Seller acknowledges and agrees that access may occur without a licensed salesperson present.  
52. Seller understands the prospective buyers and others authorized to access the Property may record the Property  
53. by photograph, video, or other medium while accessing the Property.

54. **RECORDING ON THE PROPERTY:** Seller understands that MN Statute 626A.02 specifically prohibits the interception  
55. of oral communications without the consent of at least one of the two parties to the communication. Seller should seek  
56. appropriate legal advice regarding compliance with this statute if Seller intends to utilize technology that may intercept  
57. oral communications between persons other than Seller.

58. **BROKER'S COMPENSATION:**

59. **NOTICE: THE COMPENSATION FOR THE SALE, LEASE, RENTAL OR MANAGEMENT OF REAL PROPERTY**  
60. **SHALL BE DETERMINED BETWEEN EACH INDIVIDUAL BROKER AND THE BROKER'S CLIENT.**

61. **BROKER COMMISSIONS ARE NOT SET BY LAW AND ARE FULLY NEGOTIABLE.**

62. Seller shall pay Broker, as Broker's compensation, 4.30 percent(%) of the selling price and a brokers administrative  
63. commission\* of \$ 570.00 if Seller sells or agrees to sell the Property before this Contract ends,  
64. regardless of when the sale closes. Seller authorizes Broker to receive additional compensation from the Buyer.  
65. In addition, if before this Contract ends Broker presents a buyer who is willing and able to buy the Property at the price  
66. and terms required in this Contract, but Seller refuses to sell, Seller shall still pay Broker the same compensation. Seller  
67. agrees to pay Broker's compensation whether Broker, Seller or anyone sells the Property. Seller understands that Edina  
68. Realty Sales Associates other than the Listing Sales Associate may, with Seller's permission, hold open houses at  
69. Seller's Property. Seller agrees to pay Broker's compensation in full upon the happening of any of the following events:  
70. (1) the closing of the sale,  
71. (2) Seller's refusal to close the sale; or  
72. (3) Seller's refusal to sell at the price and terms required in this contract.

73. If, within 6 months after the end of this Contract, Seller sells or agrees to sell the Property to anyone who:  
74. (1) during this Contract made inquiry of Seller about the Property and Seller did not tell Broker about the inquiry; or  
75. (2) during this Contract made an affirmative showing of interest in the Property or was physically shown the Property  
76. by Broker and whose name is on a written list Broker gives Seller within 72 hours after the end of this Contract; then  
77. Seller shall still pay Broker Broker's compensation on the selling price, even if Seller sells the Property without Broker's  
78. assistance. Seller understands that Seller does not have to pay Broker's compensation if Seller signs another valid  
79. listing contract for this Property after the expiration of this Contract, under which Seller is obligated to compensate  
80. another licensed real estate broker.

81. To secure the payment of Broker's compensation Seller hereby assigns to Broker the proceeds from the sale of the  
82. Property in an amount equal to the compensation due Broker under this Contract.

83. \*The Broker's Administrative Commission consists of a flat fee paid to the Broker in addition to the percentage commission.

84. The Broker's Administrative Commission is not designated for any specific service, but for all the services provided by Broker.

85. **COOPERATING BROKER COMPENSATION:** Seller authorizes Broker to offer compensation to brokers assisting or  
86. representing buyers as follows: 0.00 % of the selling price or \$ 0.00, whichever is greater ("0" if left blank).  
87. Broker may advertise the offer of broker compensation to the general public, including on its website.

88. If Seller agrees to pay buyer broker's compensation directly, Seller's obligation to pay Broker's compensation specified  
89. above shall be reduced by the amount paid up to 0.00 % of the selling price or \$ 0.00. This reduction shall not  
90. apply if Broker is paying cooperating broker compensation.

91. **CLOSING SERVICES:**

92. **NOTICE: THE REAL ESTATE BROKER, REAL ESTATE SALESPERSON OR REAL ESTATE CLOSING AGENT**  
93. **HAS NOT EXPRESSED AND, UNDER APPLICABLE STATE LAW, MAY NOT EXPRESS OPINIONS**  
94. **REGARDING THE LEGAL EFFECT OF THE CLOSING DOCUMENTS OR OF THE CLOSING ITSELF.**

95. After a purchase agreement for the Property is signed, arrangements must be made to close the transaction. Seller understands  
96. that no one can require Seller to use a particular service provider in connection with a real estate closing and that Seller may  
97. arrange for a qualified closing agent or Seller's attorney to conduct the closing. Seller understands that Seller may be required to pay



99. certain closing costs which may effectively reduce the proceeds from the sale. Different providers may offer these  
100. services at various prices.

101. Seller's choice for closing services.

102. (Initial one.)

103. \_\_\_\_\_ Seller wishes to have Edina Realty Title, Inc. provide closing and title services. Edina Realty Title, Inc.  
\_\_\_\_\_ is an affiliate of Edina Realty, Inc.

(Seller) (Seller)

104. \_\_\_\_\_ Seller shall arrange for a qualified closing agent or Seller's attorney to conduct the closing.

(Seller) (Seller)

105. \_\_\_\_\_ Seller agrees to purchase a home warranty.

(Seller) (Seller)

106. \_\_\_\_\_ Seller declines to purchase a home warranty.

(Seller) (Seller)

107. **AGENCY REPRESENTATION:** If a Buyer represented by Broker wishes to buy the Seller(s) property, a dual agency will  
108. be created. This means that Broker will represent both the Seller(s) and the Buyer(s), and owe the same duties  
109. to the Buyer(s) that Broker owes to the Seller(s). This conflict of interest will prohibit Broker from advocating exclusively  
110. on the Seller(s) behalf. Dual agency will limit the level of representation Broker can provide. If a dual  
111. agency should arise, the Seller(s) will need to agree that confidential information about price, terms, and motivation  
112. will still be kept confidential unless the Seller(s) instructs Broker in writing to disclose specific information about the  
113. Seller(s). All other information will be shared. Broker cannot act as a dual agent unless both the Seller(s) and the  
114. Buyer(s) agree to it. By agreeing to a possible dual agency, the Seller(s) will be giving up the right to exclusive  
115. representation in an in-house transaction. However, if the Seller(s) should decide not to agree to a possible dual  
116. agency, and the Seller(s) wants Broker to represent the Seller(s), the Seller(s) may give up the opportunity to sell  
117. the property to Buyers represented by Broker.

118. Seller's Instructions to Broker: Having read and understood this information about dual agency, Seller(s) now  
119. instruct Broker as follows:

120. ☒ Seller(s) will agree to a dual agency representation and will consider offers made by Buyers represented by  
121. by Broker.

122. ☐ Seller(s) will not agree to a dual agency representation and will not consider offers made by  
123. Buyers represented by Broker.

124. Real Estate Company Name: Edina Realty, Inc.

125. \_\_\_\_\_  
126. By: Linne M. Jensen  
127. \_\_\_\_\_  
(Licensee) Linne M Jensen

Seller: Northfield HRA by Melissa Hanson

Seller: \_\_\_\_\_

Date: \_\_\_\_\_

128. **ANTI-FRAUD DISCLOSURE:** Edina Realty and its agents will never provide you with wiring instructions via email  
129. without verifying the information in person or over the phone. EMAILS ATTEMPTING TO INDUCE FRAUDULENT  
130. WIRE TRANSFERS ARE COMMON AND MAY APPEAR TO COME FROM A TRUSTED SOURCE. If you receive an  
131. email directing you to transfer funds via wire, EVEN IF THAT ELECTRONIC COMMUNICATION APPEARS TO BE  
132. FROM Edina Realty or its agents, do not respond until you have verified it in one of the following ways:  
133. • Call your agent if the email appears to be from Edina Realty.  
134. • To verify instructions related to wiring funds to anyone other than Edina Realty, call the company or  
135. agent using a phone number you look up yourself, rather than a phone number in the email.

136. **FAIR HOUSING NOTICE:** Seller understands that Seller may not refuse to sell, or discriminate in the terms, conditions or privileges  
137. of sale, to any person due to his/her race, color, creed, religion, national origin, sex, marital status, status with regard  
138. to public assistance, handicap (whether physical or mental), sexual orientation or family status. Seller understands further  
139. that local ordinances may include other protected classes.

140. **ADDITIONAL NOTICES:** As of this date Seller has not received notices from any municipality, government  
141. agency or unit owners' association about the Property that Seller has not told Broker about, and Seller agrees to  
142. promptly tell Broker of any notices of that type that Seller receives.

**144. INTELLECTUAL PROPERTY:** Seller, Broker, and Licensee agree that all intellectual property created by Broker or  
145. Licensee relating to the Property, including but not limited to photographs, list price, property descriptions, and  
146. marketing remarks, shall be and remain the intellectual property of the Broker. In the event Seller provides content,  
147. including, but not limited to, any photos or videos of the Property ("Seller Content") to Broker, Seller grants to Broker a  
148. nonexclusive, perpetual, world-wide, transferable, royalty free license to sub-license (including through multiple tiers),  
149. reproduce, distribute, display, perform and create derivative works of the Seller Content. Seller represents and  
150. warrants that Seller has authority to provide Seller Content and Seller Content does not violate any restrictions  
151. regarding use including any third-party intellectual property rights or laws. Seller agrees to execute any further  
152. documents that are necessary to effect this license.

**153. MORTGAGE INFORMATION:** This shall serve as Seller's written notice granting Broker or the title company closing the  
154. sale of the Property permission to obtain mortgage information (e.g., mortgage balance, interest rate, payoff and/or  
155. assumption figures) regarding any existing financing on the Property. A copy of this document shall be as valid as the original.

**156. COOPERATION AND COMPENSATION:** Edina Realty's policy is to offer cooperation and compensation to any real  
157. estate broker who may sell your property, subject to your consent and approval, and excluding the  
158. Broker's Administrative Commission. Equal compensation is offered irrespective of the cooperating broker's  
159. agency or non-agency status.

**160. MULTIPLE OFFERS:** Edina Realty's policy is to disclose to all parties to a potential transaction, either directly or  
161. through the parties' real estate agents, the existence of multiple or competing offers for the purchase of your property.  
162. We believe that this policy best serves the needs of both sellers and buyers. If you do not agree to have this information  
163. disclosed, please advise your Edina Realty agent in writing.

**164. FOREIGN INVESTMENT IN REAL PROPERTY TAX ACT ("FIRPTA"):** Section 1445 of the Internal Revenue Code  
165. provides that a transferee ("Buyer") of a United States real property interest must be notified in writing and must  
166. withhold tax from the transferor ("Seller") if the transferor ("Seller") is a foreign person, provided there are no  
167. applicable exceptions from FIRPTA withholding.

168. Seller represents and warrants that Seller ☐ IS ☒ IS NOT a foreign person (i.e., a non-resident alien  
------(Check one.)-----

169. individual, foreign corporation, foreign partnership, foreign trust, or foreign estate) for purposes of income taxation.

170. Due to the complexity and potential risks of failing to comply with FIRPTA, Seller should seek appropriate legal and  
171. tax advice regarding FIRPTA compliance, as Broker will be unable to confirm whether Seller is a foreign person  
172. or whether the withholding requirements of FIRPTA apply.



**174. ARBITRATION:**

175. In this Section, Edina Realty, Inc., its ultimate parent company HomeServices of America, Inc., and their affiliates, subsidiaries,  
176. employees, and agents are collectively referred to as "Broker-Related Party"; Broker-Related Party and Seller are individually  
177. referred to as a "party," and, collectively, the "parties." Any Broker-Related Party may enforce this Section and this Contract.

178. **Agreement to Arbitrate; Excluded Claims.** If a dispute or other claim or controversy between Seller and a Broker-Related  
179. Party arises out of or relates to this Contract, its interpretation, enforcement, or breach, including, but not limited to, claims  
180. arising from tort (which includes fraud and fraud in the inducement) (collectively, "Claims"), then, unless limited below, Seller and  
181. Broker-Related Party agree to resolve the Claim(s) by binding arbitration administered by and under the rules of the National  
182. Center for Dispute Settlement ("NCDS") (except to the extent that this Section conflicts with the NCDS rules). Alternatively, the  
183. parties may agree in writing to use another arbitration provider and/or different rules for the arbitration. You are not, however,  
184. required to arbitrate Claims that you are authorized by law or regulation to file in an administrative agency, commission, or board,  
185. unless the law or regulations governing these types of Claims require or allow you to first bring them in arbitration.

186. **The Arbitration & Arbitrator.** The arbitration must be commenced by filing a written demand with NCDS (or the other chosen  
187. arbitration provider). If Seller can show that Seller cannot afford the initial arbitration filing fee, then the Broker-Related Party will  
188. pay Seller's initial filing fee, but Seller must pay Seller's additional arbitration fees, attorney's and expert fees, and costs. This  
189. Contract and the listing and sale of Seller's property evidences a transaction involving interstate commerce and this Section  
190. must be interpreted and the arbitration conducted under the Federal Arbitration Act ("FAA"). The arbitrator will have the exclusive  
191. authority to resolve any Claims between the parties relating to the formation, enforceability, enforcement (including by non-  
192. signatories to this Agreement), applicability, waiver, or interpretation of this Section under the FAA, including whether all or any  
193. part of this Section is void or voidable. The arbitrator must rule on (a) his or her jurisdiction, including any objections with respect  
194. to the existence, scope, or validity of this Section; (b) the arbitrability of any Claims; and (c) the existence or validity of this  
195. Contract. The arbitrator must interpret this Section as an enforceable contract independent of the other terms of this Contract,  
196. and the arbitrator's decision that this Contract, or any part of this Contract, is null and void will not for that reason alone render  
197. this Section invalid or unenforceable.

198. **Discovery; Confidentiality.** The arbitrator may order discovery sufficient to enable a full and fair exploration of the facts and  
199. legal issues underlying the Claims, consistent with the expedited nature of arbitration. The parties and the arbitrator must keep  
200. all aspects of the arbitration confidential and not make them part of the public record, including all (a) pleadings, motions,  
201. discovery, memoranda, and other work product in the parties' or the arbitrator's files that were prepared for use in an arbitration  
202. hearing or conference or used in an arbitral award; and (b) communications made by or to a party, the arbitrator, or any other  
203. person in or in connection with the arbitration (the "Confidential Materials"). The parties must not disclose any Confidential  
204. Materials in any judicial or administrative proceeding, except that a party may disclose certain Confidential Materials if the parties  
205. agree in writing to waive confidentiality over the Confidential Materials.

206. **Award Limitations.** The arbitrator may award a party any remedy that would have been available had the parties litigated the  
207. Claims in court, including money damages and injunctive relief. The arbitrator, however, cannot issue any award that includes  
208. any punitive, special, consequential, incidental, indirect, or exemplary damages. Any arbitrator determination, finding, or award  
209. will be final and binding on the parties, and either party may confirm any of them in a court with jurisdiction. A party cannot  
210. arbitrate any Claims unless the party commences the arbitration within the statutes of limitation governing the Claims.

211. **Jury Waiver & Class Action Waiver.** **THE PARTIES WILL HAVE ALL THE RIGHTS AND BENEFITS OF ARBITRATION,**  
212. **BUT THEY ARE HEREBY GIVING UP THEIR RIGHTS TO RESOLVE THEIR CLAIMS IN A COURT OR JURY TRIAL.** The  
213. parties must submit their own, individual Claims for resolution in the arbitration. **The parties hereby waive the following rights:**  
214. (a) the right to represent the interests of any other person or join or consolidate any Claims by or against third parties; (b) the right  
215. to bring, join, or maintain any Claims (in arbitration or otherwise) where the party or another person seeks to act (i) as a  
216. representative or member of a class, collective, or mass action, (ii) in the general-public interest, or (iii) in any private-attorney-  
217. general capacity; and (c) **the right to participate in a class-action lawsuit or class-wide arbitration;** and (d) the right to  
218. participate as a representative or member in a class arbitration or any consolidation of individual arbitrations (collectively, the  
219. "Class Action Waivers"). The Class Action Waivers will control and supersede any contrary agreements, statements, NCDS  
220. rules, or other arbitration provider's rules.

221. **Validity.** If any part of this Section, other than the Class Action Waivers, is determined to be invalid or unenforceable, then the  
222. remaining parts of this Section still will remain fully enforceable. If any part of the Class Action Waivers is determined to be  
223. unenforceable, then the Broker-Related Party will have the unilateral right to determine whether to proceed in arbitration or  
224. require that the Claims be brought in a court with jurisdiction over the Claims, on the condition that a determination that the Class  
225. Action Waivers are unenforceable will be subject to appeal.



227. **FOR COMMUNICATION:** Unless Seller has opted out under the procedure below, Seller gives Edina  
228. Realty and Edina Realty's affiliated companies express permission to contact Seller by telephone, mail, fax,  
229. e-mail or other means of communication, even if the telephone number is listed on a state, federal or  
230. company-specific do-not-call list.

231. **FEDERAL NOTICE.** The Edina Realty family of companies is providing this notice. Edina Realty has  
232. brokerage, title, mortgage and insurance affiliates that are committed to the highest quality of service. If you  
233. choose, however, you may limit the Edina Realty companies from marketing their products or services to you  
234. based on your personal information that they receive from other Edina Realty companies, such as your contact  
235. and transaction information. (Rest assured, we do not share your financial information with anyone.) Your  
236. choice to limit the marketing offers from Edina Realty companies will apply until you tell us to change your choice.  
237. To limit marketing offers, contact us by telephone toll-free at 1-877-270-1289.

238. **ENTIRE AGREEMENT:** This Contract and any addenda or amendments signed by the parties shall  
239. constitute the entire agreement between Seller and Broker. Any other written or oral communication between  
240. Seller and Broker, including, but not limited to, e-mails, text messages, or other electronic communications  
241. are not part of this Contract. This Contract can be modified or canceled only in writing signed by Seller and  
242. Broker or by operation of law. All monetary sums are deemed to be United States currency for purposes of  
243. this Contract.

244. **ELECTRONIC SIGNATURES:** The parties agree the electronic signature of any party on any document  
245. related to this transaction constitute valid, binding signatures.

246. **ACCEPTED BY:** Edina Realty, Inc.  
(Real Estate Company Name)

**ACCEPTED BY:** Linne M. Jensen  
Linne M Jensen (Licensee Signature)

247. Date Signed: 7.23.2025, 20\_\_\_\_

248. **ACCEPTED BY:** Melissa Hanson 7/23/25 **ACCEPTED BY:** \_\_\_\_\_  
(Seller) Northfield HRA by Melissa Hanson (Date) (Seller) (Date)

249. 801 Washington St  
(Address) Northfield MN 55057

\_\_\_\_\_  
(Address)

250. 507-645-3047  
(Phone)

\_\_\_\_\_  
(Phone)

251. Melissa.Hanson@ci.northfield.mn.us  
(E-mail address)

\_\_\_\_\_  
(E-mail address)

252. I/we would like relocation services. Yes ☐ No ☒

253. Date Signed: \_\_\_\_\_, 20\_\_\_\_

254. **THIS IS A LEGALLY BINDING CONTRACT BETWEEN SELLER AND BROKER.**  
255. **IF YOU DESIRE LEGAL OR TAX ADVICE, CONSULT AN APPROPRIATE PROFESSIONAL**