



## RETAIL FOR SALE

301 Minnesota Ave N (CR 1), Aitkin, MN 56431

**C|C** CLOSE CONVERSE  
Commercial Real Estate | Business Brokerage

521 Charles Street, PO Box 327, Brainerd, MN 56401 | 218-828-3334 | [www.closeconverse.com](http://www.closeconverse.com)

# Table of Contents

## Page

3-5	Features
6-7	History
8	Restoration Plan
9	Banquet Rentals
10	Floor Plan
11-13	Photos
14	Aerial Photo
15	Section Aerial
16	Section Map
17	Zoning Map
18	Zoning Description
19	Traffic Counts
20	Location Map
21-22	Demographics
23	Thank You
24	Agency Disclosure
25	Contact



301 Minnesota Ave N, Aitkin, MN 56431

# Features

## The Historic Butler Building.

Rare opportunity to purchase Aitkin's Historic Opera House. The building sits on a corner location just a block off of Main Street, providing easy access and high traffic counts - both vehicle and pedestrian. Building offers main level retail - currently 3 tenants with additional space available, including shared office space. The upper level houses a beautiful ballroom/special event space - including tables and chairs for seating up to 200 people. Lower level is currently used for storage.



<b>Address:</b>	301 Minnesota Ave N (CR 1), Aitkin, MN 56431
<b>Directions:</b>	From the stoplight intersection of Hwy 210/Hwy 169 (2nd St NW) and Minnesota Ave - North on Minnesota Ave 1 block - Butler Building is at the NW corner of Minnesota Ave and 3rd St NW
<b>Lot Size:</b>	18,926 sq. ft. (0.43 Acres)
<b>Lot Dimensions:</b>	Approx. 100' x 190' x 55' x 95' x 40' x 25' x 80'
<b>Building Size:</b>	22,164 sq. ft. Total
<b>Main Level:</b>	7,388 sq. ft. (Retail Spaces)
<b>Upper Level:</b>	7,388 sq. ft. (Event Space & Storage)
<b>Lower Level:</b>	7,388 sq. ft. (Storage)
<b>Purchase Price:</b>	\$399,000
<b>2019 Real Estate Taxes:</b>	\$10,012

*Continued on next page.*

*Close Converse: The above information has been obtained from the property owner or other sources that we deem reliable, however, neither the owner nor Close Converse guarantees the accuracy of such information. No part of this information may be reproduced, adapted, or transmitted without the prior written consent of Close Converse.*

301 Minnesota Ave N, Aitkin, MN 56431

# Features

<b>Water &amp; Sewer:</b>	City
<b>Utilities:</b>	<b>Electric:</b> Separate meter to each retail space <b>Gas:</b> Meter-reader at each retail space - One building bill
<b>Electric:</b>	4 (200 Amp) Panels
<b>Lighting:</b>	Fluorescent & Incandescent
<b>Heating:</b>	Natural Gas Forced Air
<b>Cooling:</b>	Central Air - Electric Ground Units
<b>Year Built:</b>	1903
<b>Remodeled:</b>	2012 - Including New Electric & Gas
<b>Construction:</b>	Brick
<b>Foundation:</b>	Stone
<b>Roof:</b>	Flat Rubber Membrane - New in 2012
<b>Exterior:</b>	Brick
<b>Bathrooms:</b>	2 Common Restrooms (Women's Room & Men's Room)
<b>Floor Drains:</b>	5 (Restrooms & Mechanical Rooms)
<b>Parking:</b>	Parking Lot to the West & North of the Building plus On-Street Parking
<b>Frontage:</b>	100' along Minnesota Ave N and 190' along 3rd St NW
<b>Zoning:</b>	DMU - Downtown Mixed Use
<b>PID#:</b>	56-1-018200

***Continued on next page.***

*Close Converse: The above information has been obtained from the property owner or other sources that we deem reliable, however, neither the owner nor Close Converse guarantees the accuracy of such information. No part of this information may be reproduced, adapted, or transmitted without the prior written consent of Close Converse.*

521 Charles Street, PO Box 327, Brainerd, MN 56401 | 218-828-3334 | [www.closeconverse.com](http://www.closeconverse.com)



301 Minnesota Ave N, Aitkin, MN 56431

# Features

- Legal Description:** W 70 ft of S 25 ft of Lot 4 & all of Lot 5 less parts in Doc #169610 & all of Lot 6 & parts of Lot 7 & 8 in Bk 49 DDS P 449 & Doc #170423 Blk 28, Plan of Aitkin
- Current Tenants:** Aitkin Chamber of Commerce, Minnesota Mobility Systems and Miracle Ear
- Neighboring Businesses:** Located in downtown Aitkin, nearby businesses include Pop's Vape Shop, Block North Brew Pub, Lorrie's Hair Studio, Dac-Mart Thrift Store, Eye Care Center, Carroll Chiropractic, Guide Point Pharmacy, Rialto Theater, Gramma's Pantry & Market, The Beanery, Wise Skye Gifts, plus numerous others.
- Shared Office Space:** There is Shared Office Space (SOS) located in Space D of the floor plan. This conference room facility is outfitted with computers, printers, 60" TV, and projection capabilities, for up to 20 people. It features high speed broadband and is accessible 24/7. Entry is safe and secure via key code.
- Banquet Inventory:** Purchase Price includes banquet inventory for seating 200 people, including 60" rounds, high tops, 8' rectangles plus three sets of tablecloths (red, black and white).
- Equipment:** Snowblower included with building

*Close Converse: The above information has been obtained from the property owner or other sources that we deem reliable, however, neither the owner nor Close Converse guarantees the accuracy of such information. No part of this information may be reproduced, adapted, or transmitted without the prior written consent of Close Converse.*

**Aitkin Opera House Building was built in 1903 and was the cultural center of the community.**

Aitkin sprang from the wilderness in 1871, materializing where the Mississippi and the railroad met. The settlement was a wild frontier lumber town and riverboat transportation center that swarmed with lumberjacks each summer as the 'boys' came to town to spend their paychecks in the 16 saloons and various 'bawdy houses' in the community.



Knifings, shootings and street brawls, involving men fresh from the lumber camps, weren't uncommon in the early days. In sharp contrast, church socials, costume balls, literary clubs and theatre groups were equally commonplace.

In 1902, Samuel Hodgeden sought to enhance the cultural offerings of the community by constructing a new building that would contain a beautiful opera house. He traveled to Chicago and New York to visit the best opera houses in those cities to formulate plans for his own design.

The original building was a two-story structure with a footprint of 50' x 75'. One year later, Hodgeden expanded the original structure to double its size, making the total length 150'. Unlike the first section built a year earlier, this added section was constructed with bricks made in Aitkin from Mississippi mud and fired locally.

Many historians credit the birth of the shopping mall to the 1960s. The community of Aitkin challenges this theory. In the early 1900s, Aitkin's opera house building housed a general merchandise store, bank, barber shop, hardware store, seed & feed warehouse, buggy & wagon shop, bath house, and the opera house—all under one roof!

A person could arrive in town by train or steamboat and could quite literally walk in the front door of the Hodgeden-MacDonald building and buy feed and hardware needed to start up their homestead, get needed food and clothing, a wagon and team to haul everything, a shave, a bath, take in a vaudeville performance at the opera house and get a bank loan to pay for everything—all without ever having to leave the building! Truly cosmopolitan.



## Judy Garland on the Opera House Stage

Vaudeville acts, lantern-slide presentations, home theatre productions, high school plays, lectures and ballroom dancing were the typical fare of Aitkin Opera House offerings. The opera house was located on the second floor of the building. It featured folding chairs as seating that could be removed for ballroom dancing. The walls were covered to window sill height with oak paneling that Sam Hodgeden had manufactured from oak cut near Aitkin. The panels were milled in Little Falls, numbered as to placement and shipped back to Aitkin for installation.



The new opera house sported a ticket window, men's and ladies' lounges, and dressing rooms. The expansive stage was trimmed with oak carved in ornate floral scrollwork and was accented with Roman-style pillars. The Aitkin Opera House remained in use until just before World War II. After the war, it was used as a furniture store for a few years and later was the first home to the local American Legion club.

As fate would have it, the Aitkin Opera House stage became a springboard for careers on the silver screen. One such performer was the youngest of a vaudeville trio from Grand Rapids called the Gumm Sisters. This vaudeville act performed in theatres around Minnesota and surrounding states.

Appearing on stage was three-year-old Francis Gumm who would mature and become Hollywood's Judy Garland.

Judy Garland returned to Aitkin again shortly after her most memorable role in the Wizard of Oz, during a return visit to Grand Rapids. She made a point to visit the former place of employment of a fellow MGM star and former performer at the Aitkin Opera House...Warren William.

A youthful Warren Krech was not content helping out in his father's newspaper, the Aitkin Age. He dreamed of a career on the stage, and enjoyed hamming-it-up to local audiences in every home theatre role he managed to get at the opera house.

Later, Krech would end up in Hollywood as one of MGM's hot properties (along with Judy Garland). Krech changed his name to Warren William and played many starring roles.

He was the original Perry Mason. He played Marc Anthony in Cecil B. DeMill's epic Cleopatra., and was in the original Wolf Man .film, just to mention a few of his notable roles.

301 Minnesota Ave N, Aitkin, MN 56431

[www.TheButlerBuilding.org](http://www.TheButlerBuilding.org)

# Restoration Plan

The current owners purchased the historic Butler building for the purpose of restoring it to its original grandeur and contributing to the economic vitality of downtown Aitkin. The plan allows for main level retail, upper level theatre and event/entertainment space, and the lower level featuring two restaurants.

## Upper Level - Banquet Room



The upper level Opera House will feature flexible event space for community and business events, a stage for performances, and social events such as weddings, graduations, anniversaries, recitals, concerts ... you name it!

## Farmers Market



## Main Level Retail & Shopping



First floor renovation is complete with room for five quality retailers who want to be part of Aitkin's re-birth. With spaces ranging from 460 to 650 square feet.

## Lower Level - The Grotto



The final phase of the project is the lower level Grotto, which will host two restaurants along with special events and performances and will capitalize on the 30" thick rock foundation as a dramatic backdrop for the interior design.

*Close Converse: The above information has been obtained from the property owner or other sources that we deem reliable, however, neither the owner nor Close Converse guarantees the accuracy of such information. No part of this information may be reproduced, adapted, or transmitted without the prior written consent of Close Converse.*

521 Charles Street, PO Box 327, Brainerd, MN 56401 | 218-828-3334 | [www.closeconverse.com](http://www.closeconverse.com)



**CLOSE CONVERSE**  
Commercial Real Estate | Business Brokerage



301 Minnesota Ave N, Aitkin, MN 56431

# Banquet Rentals



Second Floor:  
Main Opera House (3500 square feet)  
Buggy Warehouse (2500 square feet)  
Options Available: (tables, chairs, stage,  
lighting, catering, decoration, etc.)

### Rental information ...

Monday through Thursday: \$200 a day

Friday/Saturday/Sunday: \$500 for non profits  
\$750 for profits

Weddings: \$1,000

Feel free to contact us or to set up a time when we can visit about your business/retail ideas, or to engage the Opera House grand ballroom or even the funky carriage warehouse on the second level for your special occasion.

Lynne Jacobs: 218-820-8790 lynne@thebutlerbuilding.org  
Sylvia Allen: 218-678-2441 sylvia@thebutlerbuilding.org

TBP Management, Inc.  
301 Minnesota Avenue North  
Aitkin, MN 56431  
218-678-2441

www.thebutlerbuilding.org



**Social or Business Gatherings  
AT THEIR BEST**

### What you dream up, Butler's will help you make it happen!

- Weddings
- Anniversaries
- Conventions
- Large Club Meetings
- Concerts
- Theater
- Business Conferences
- Family Reunions
- Gala Balls
- Children Activity Days
- Merchandise Shows
- Wine Tasting Events

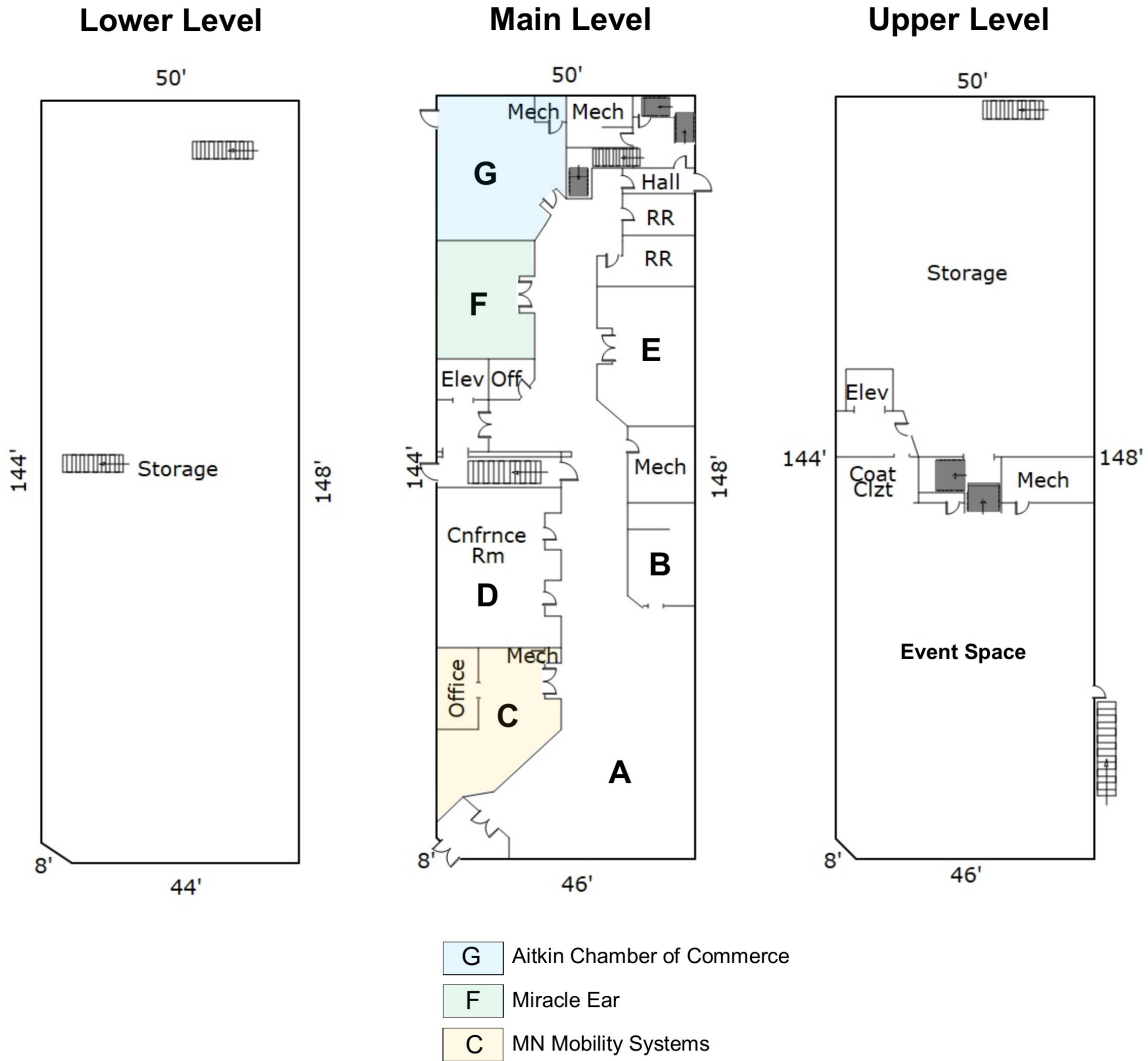


Close Converse: The above information has been obtained from the property owner or other sources that we deem reliable, however, neither the owner nor Close Converse guarantees the accuracy of such information. No part of this information may be reproduced, adapted, or transmitted without the prior written consent of Close Converse.



**CLOSE CONVERSE**  
Commercial Real Estate | Business Brokerage

# Floor Plan



Close Converse: The above information has been obtained from the property owner or other sources that we deem reliable, however, neither the owner nor Close Converse guarantees the accuracy of such information. No part of this information may be reproduced, adapted, or transmitted without the prior written consent of Close Converse.







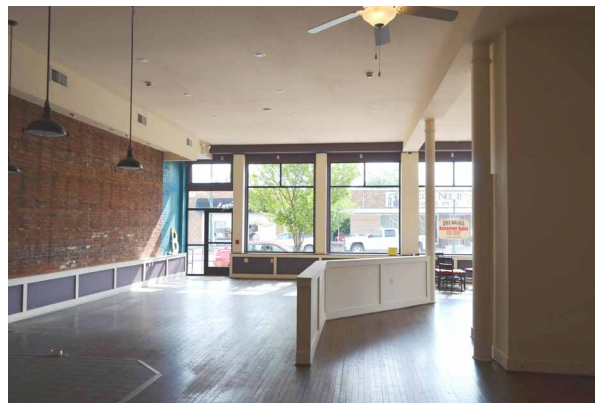
The Butler Building



Main Level - Space A



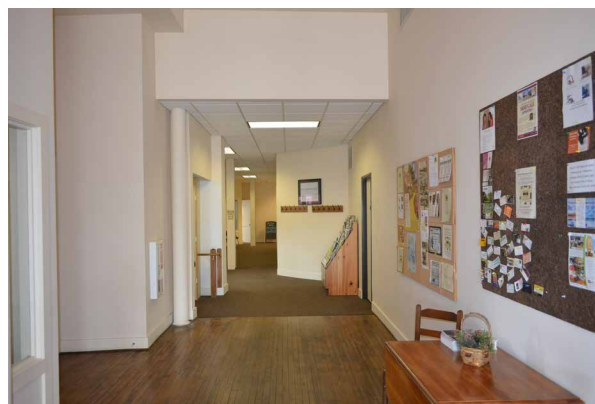
Main Level - Space A



Main Level - Space A



Main Level - Space B



Main Level - Hallway to Spaces

*Close Converse: The above information has been obtained from the property owner or other sources that we deem reliable, however, neither the owner nor Close Converse guarantees the accuracy of such information. No part of this information may be reproduced, adapted, or transmitted without the prior written consent of Close Converse.*



Main Level - Space C



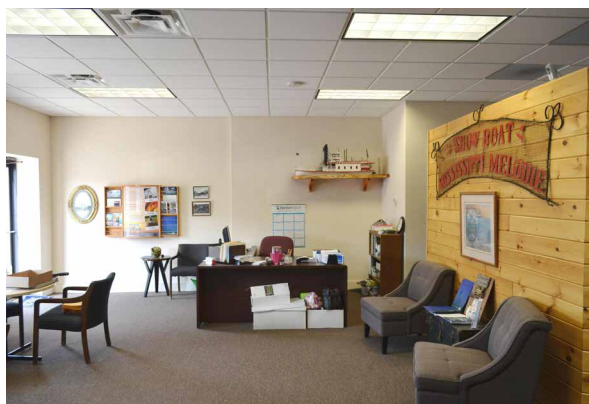
Main Level - Space D



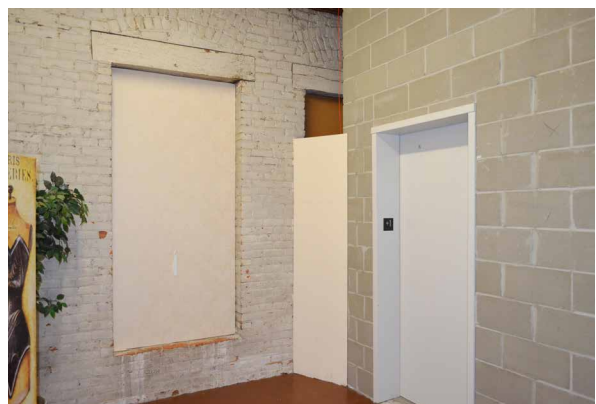
Main Level - Space E



Main Level - Space F



Main Level - Space G



Elevator

Close Converse: The above information has been obtained from the property owner or other sources that we deem reliable, however, neither the owner nor Close Converse guarantees the accuracy of such information. No part of this information may be reproduced, adapted, or transmitted without the prior written consent of Close Converse.





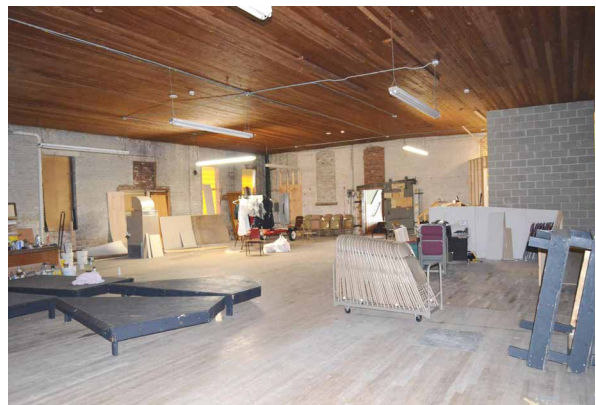
Upper Level - Event Space



Upper Level - Event Space



Upper Level - Storage



Upper Level - Storage



Lower Level - Storage



Lower Level - Storage

*Close Converse: The above information has been obtained from the property owner or other sources that we deem reliable, however, neither the owner nor Close Converse guarantees the accuracy of such information. No part of this information may be reproduced, adapted, or transmitted without the prior written consent of Close Converse.*



301 Minnesota Ave N, Aitkin, MN 56431

# Aerial Photo



Close Converse: The above information has been obtained from the property owner or other sources that we deem reliable, however, neither the owner nor Close Converse guarantees the accuracy of such information. No part of this information may be reproduced, adapted, or transmitted without the prior written consent of Close Converse.



**CLOSE CONVERSE**  
Commercial Real Estate | Business Brokerage

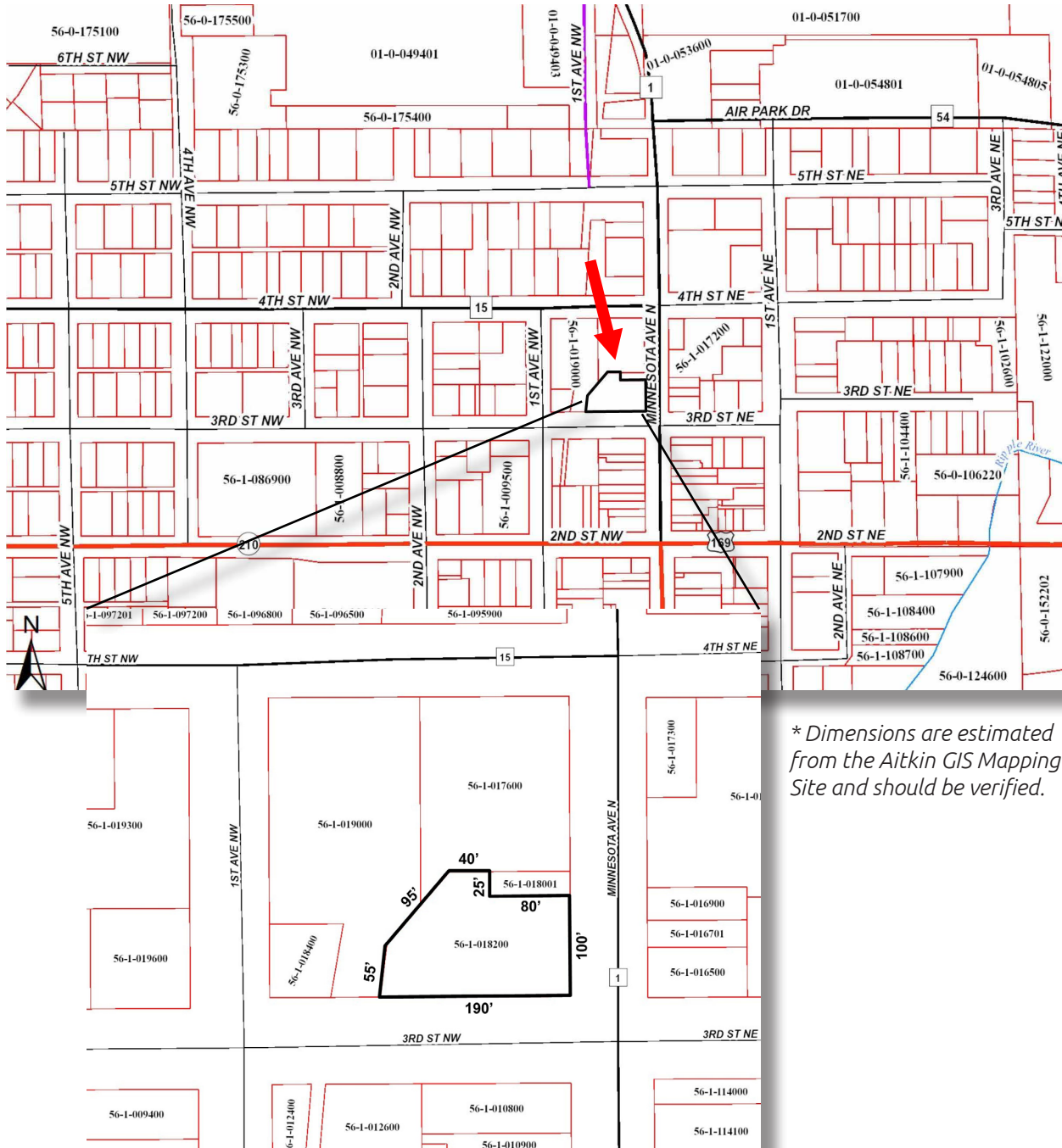
521 Charles Street, PO Box 327, Brainerd, MN 56401 | 218-828-3334 | [www.closeconverse.com](http://www.closeconverse.com)







# Section Map

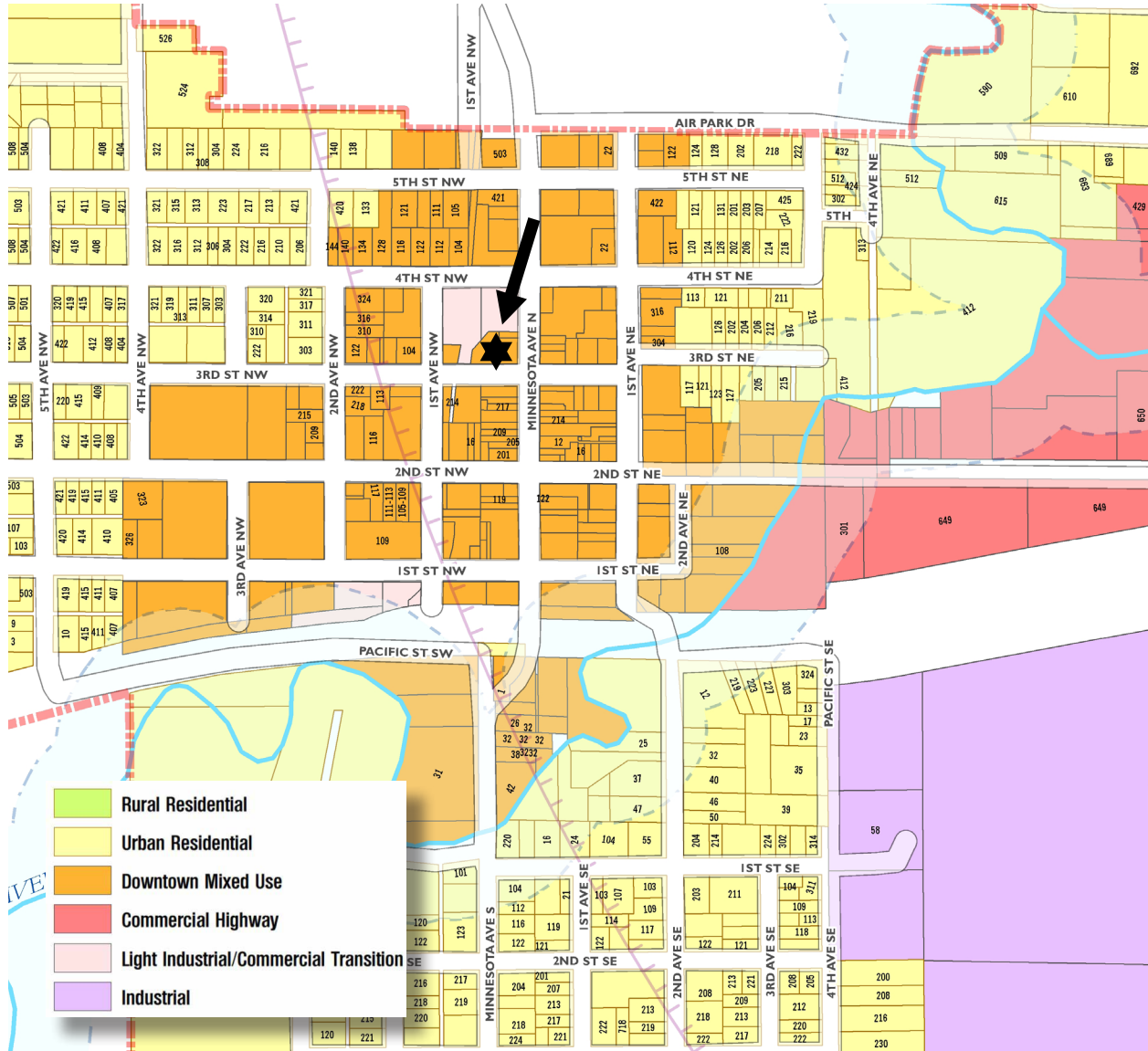


\* Dimensions are estimated from the Aitkin GIS Mapping Site and should be verified.

Close Converse: The above information has been obtained from the property owner or other sources that we deem reliable, however, neither the owner nor Close Converse guarantees the accuracy of such information. No part of this information may be reproduced, adapted, or transmitted without the prior written consent of Close Converse.



## Downtown Mixed Use



Close Converse: The above information has been obtained from the property owner or other sources that we deem reliable, however, neither the owner nor Close Converse guarantees the accuracy of such information. No part of this information may be reproduced, adapted, or transmitted without the prior written consent of Close Converse.





# Zoning Description

## 5.7 Downtown Mixed-Use (DMU).

**A. Purpose and Intent:** To provide a zoning classification for a mix of high-density residential and commercial uses. Development in this District relies less on automobile traffic and more on walking, biking, and other similar modes of transportation. Infrastructure must be in place to provide on-street parking and walkways as well as connection to City sewer and water systems. Downtown Mixed-Use Districts should be clustered to provide the maximum amount of interaction and accessibility between the different establishments.

**B. Compatibility:** The Downtown Mixed-Use District is most compatible with and should be established next to the Urban Residential (UR) District, but it also may be adjacent to the Urban/Rural Transition Residential (TR), Highway Commercial (C), and Industrial (I) Districts.

**C. Lot and Density Requirements (DMU):**

Lot width– feet, minimum	25	
Buildable lot area – square feet, minimum	2,250	
Maximum Density (units per acre)	20	
Setback, right-of-way, City road- feet, minimum	0	
Setback, right-of-way, County or State road, feet, minimum	0	0
Setback, side yard – feet, minimum	0	
Setback, rear – feet, minimum	10	
Setback, sign – feet, minimum	0	
Setback, parking from building or lot line – feet, minimum	0	0
Impervious Coverage with storm sewer available	100%	
Building height – feet, maximum	45	

**D. Performance Standards.** The following performance standards apply to all development in this zone:

**1. Parking.** Commercial developments within the DMU District are exempt from the parking standards of Section 7 (Performance Standards). Residential development within the DMU District is not exempt. Developments shall minimize the appearance of parking areas.

**a. Location.** Parking and vehicle drives shall be located away from building entrances and street corners, and not between a building entrance and the street. Surface parking shall be oriented behind or to the side of a building when possible.

**b. Landscape Buffering.** Suitable trees and shrubs shall be planted between parking lots and all adjacent sidewalks and buildings.

**c. Maximum Parking Ratio.** Surface parking shall not exceed one hundred and twenty-five percent (125%) of the minimum parking requirement for the subject land use(s).

**2. Pedestrian Amenities.** Proposed developments shall provide for safe and comfortable sidewalks, paths, and resting areas for pedestrians. Sidewalks and paths shall connect the development to adjacent land uses and provide connections through the development to the public street right-of-way.

**3. Lighting.** All lighting shall be sufficient to promote safety with a pedestrian scale. Where appropriate, lighting should complement the historic downtown lighting theme.

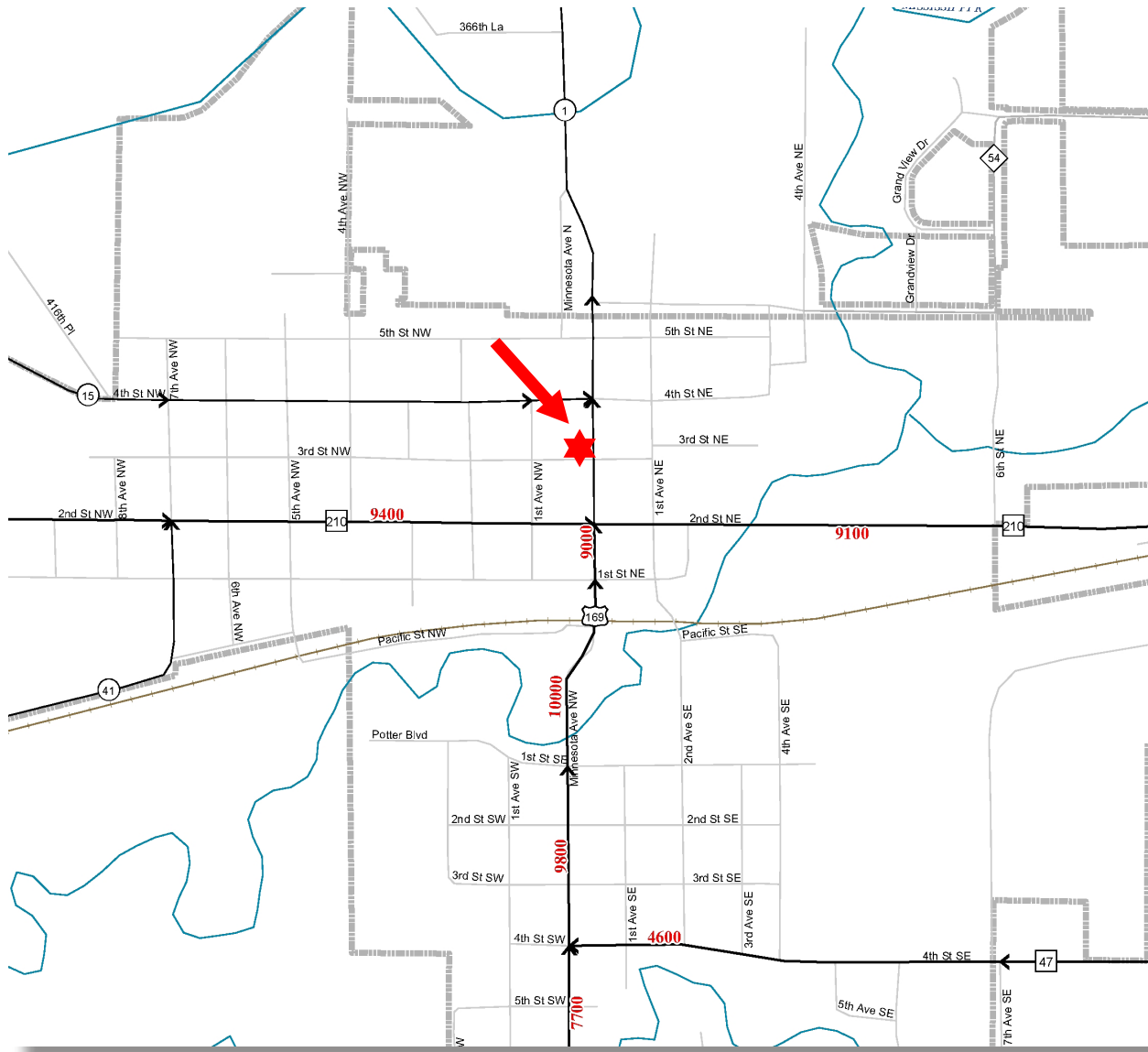
**4. Fences.** Fences not exceeding seventy-two inches (72”) in height may be constructed. Fencing shall only be constructed closer than 10 feet from the surface of a public right-of-way with the permission of the Planning Commission. Materials shall consist of usual fencing materials with posts and fence of metal, vinyl, wood, concrete, brick, or smooth wire. Barbed or electrified wire shall not be allowed within the DMU District.

301 Minnesota Ave N, Aitkin, MN 56431

2010 Counts from MNDOT

# Traffic Counts

Brainerd Traffic Counts: 9,400 along 2nd St NE (Hwy 210)



Close Converse: The above information has been obtained from the property owner or other sources that we deem reliable, however, neither the owner nor Close Converse guarantees the accuracy of such information. No part of this information may be reproduced, adapted, or transmitted without the prior written consent of Close Converse.



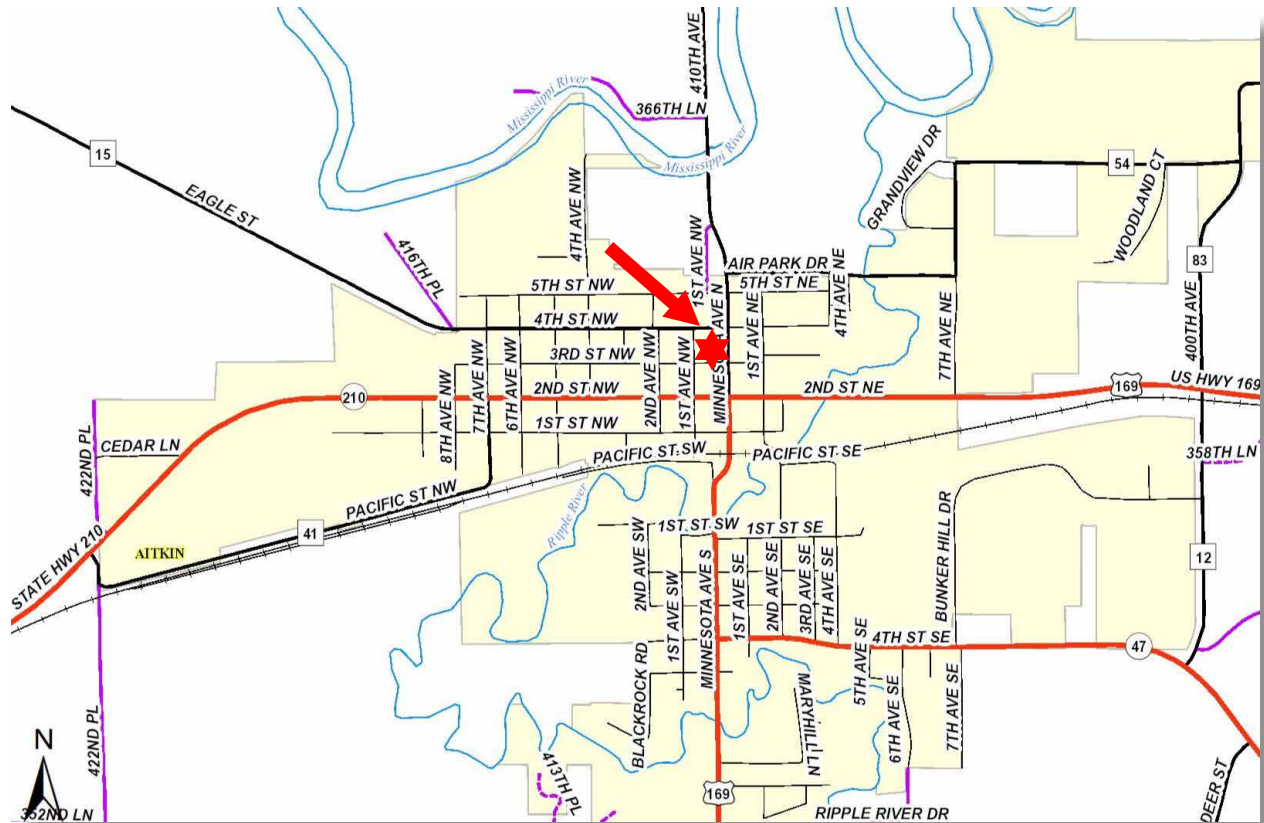
**CLOSE CONVERSE**  
Commercial Real Estate | Business Brokerage

521 Charles Street, PO Box 327, Brainerd, MN 56401 | 218-828-3334 | [www.closeconverse.com](http://www.closeconverse.com)



301 Minnesota Ave N, Aitkin, MN 56431

# Location Map



Close Converse: The above information has been obtained from the property owner or other sources that we deem reliable, however, neither the owner nor Close Converse guarantees the accuracy of such information. No part of this information may be reproduced, adapted, or transmitted without the prior written consent of Close Converse.



**CLOSE CONVERSE**  
Commercial Real Estate | Business Brokerage

**Trade Area 2018 Population (Includes the following counties):**

Crow Wing County	66,604
Cass County	30,715
Total Trade Area Population	97,319

**2018 Population:**

Aitkin County	16,189
Aitkin	8,683
Brainerd	31,100
Baxter	8,295

**Estimated Summer Population:**

Brainerd/Baxter	200,000+
-----------------	----------

**Projected Population Growth Change 2018-2023:**

Aitkin County	(0.17%)
Aitkin	(0.22%)

**Households in 2018:**

Aitkin County	7,298
Aitkin	3,852

**2018 Median Household Income:**

Aitkin County	\$47,658
Aitkin	\$51,174

**Crow Wing County Retail Sales in 2012:**

\$1,124,967,000

**Leading Employers in Crow Wing County:**

Anderson Brothers	Grandview Lodge
Ascensus	Ideal System Solutions
Atek Industries	Landis Gyr
Bang Printing	Madden's Resort
Bethany Good Samaritan	Mills Automotive
Brainerd Public Utilities	Minnesota Care
Brainerd School District	Nortech Systems
Breezy Point Resort	Northstar Plating
Centracare Health	Pequot Lakes School District
Central Lakes College	Ruttger's Bay Lake Resort
Chambermaster	TDS Telecom
City of Brainerd	Walmart
Clow Stamping	Woodland Good Samaritan
Costco	
Cragun's Resort	
Crosby Ironton School District	
Crow Wing County	
Crow Wing County Landfill	
Crow Wing Power	
Cub Foods/Super Valu	
Cuyuna Regional Medical Center	
Dan's Prize	
Essentia Health	
Good Neighbor Home Health	

*Continued on next page.*

*Close Converse: The above information has been obtained from the property owner or other sources that we deem reliable, however, neither the owner nor Close Converse guarantees the accuracy of such information. No part of this information may be reproduced, adapted, or transmitted without the prior written consent of Close Converse.*





301 Minnesota Ave N, Aitkin, MN 56431

# Demographics

**Area Businesses:** (To see a list of additional businesses, please go to [www.explorebrainerdlakes.com](http://www.explorebrainerdlakes.com))

**Financial Institutions: 16+**  
(multiple locations not counted)

**Churches: 30+**

**Schools: 15+**

**Golf Courses: 27+**

**Resorts:**

Bay Colony Inn  
Breezy Point Resort  
Craguns  
Fritz's Resort  
Grand View Lodge  
Gull Lake Resort  
Izaty's  
Kavanaugh's  
Lost Lake Lodge  
Maddens  
Quarterdeck  
Ruttger's Bay Lake Lodge  
Sullivans  
Plus numerous others

**Major Retailers:**

Aldi  
Anytime Fitness  
Auto Zone  
Best Buy  
Big Lots  
Brother's Motorsports  
Cashwise Liquor (2)  
Christmas Point  
Costco  
Cub Foods (2)  
Dick's Sporting Goods  
Discount Tire  
Dunham's Sports  
East Brainerd Mall  
(17 Retailers)  
Fleet Farm  
Home Depot  
Jiffy Lube  
Kohl's  
Menards  
Office Max  
PetSmart

**Major Retailers Continued:**

Planet Fitness  
Sears Hometown  
Super One  
Super Wal-Mart  
Takedown Gym  
Target  
The Power Lodge  
TJ Maxx  
Ultra Beauty  
Walgreens  
Westgate Mall  
(27 Retailers)  
Westside Liquor

**Restaurants/Fast Food:**

218 Local  
371 Diner  
612 Station  
Antler's  
Applebee's  
Arby's  
Bar Harbor  
Baxter's  
Billy's  
Black Bear Lodge & Saloon  
Boomer Pizza  
Boulder Tap House  
Breezy Point Marina  
Brick House Pizza  
Buffalo Wild Wings  
Burritos California  
Caribou Coffee (3)  
Char  
Cherry Berry  
China Buffet  
China Garden  
Cold Stone Creamery  
Cowboy's  
Cragun's Legacy Grill  
Cru  
Culver's  
Dairy Queen (3)  
Diamond House  
Domino's Pizza  
Einstein Bagel  
El Tequila  
Ernie's

**Restaurants/Fast Food Continued:**

Four Seas  
Grizzly's Grill & Saloon  
Half Moon Saloon  
Hardee's  
Hunt 'N Shack  
Jack's House  
Jake's  
Jimmy John's  
KFC  
Little Caesar's  
Lucky's  
Madden's Classic Grill  
Manhattan Beach  
Maucieri's  
McDonalds (3)  
Moonlite Bay  
Northern Cowboy's  
Northwinds Grille  
Papa Murphy's Pizza  
Perkins  
Pine Peaks  
Pizza Hut  
Pizza Ranch  
Poncho & Lefty's  
Prairie Bay  
Quarterdeck  
Rafferty's Pizza (3)  
Riverside Inn  
Ruttger's  
Sakura  
Sawmill Inn  
Senor Patron  
Sherwood Forest  
Starbucks (2)  
Subway (4)  
Taco Bell  
Taco John's  
The Barn  
The Commander  
The Pines at Grandview  
The Woods  
Timberjack  
Wendy's (2)  
Ye Ole Wharf  
Zorbaz (2)

*Close Converse: The above information has been obtained from the property owner or other sources that we deem reliable, however, neither the owner nor Close Converse guarantees the accuracy of such information. No part of this information may be reproduced, adapted, or transmitted without the prior written consent of Close Converse.*

521 Charles Street, PO Box 327, Brainerd, MN 56401 | 218-828-3334 | [www.closeconverse.com](http://www.closeconverse.com)

**301 Minnesota Ave N, Aitkin, MN 56431**

**Thank You**

### **Thank you for considering this Close - Converse opportunity**

Close - Converse is pleased to present this real estate opportunity for your review. It is our intention to provide you with the breadth of information and data that will allow you to make an informed decision.

### **We are here to help**

Please review this package and contact us with any questions you may have. We are prepared to discuss how this property meets your needs and desires. Facts, figures and background information will aid in your decision. Should you need specialized counsel in the areas of taxation, law, finance, or other areas of professional expertise, we will be happy to work with your advisor or, we can recommend competent professionals.

### **How to acquire this opportunity**

When you have made a decision to move forward, we can help structure a proposal that covers all the complexities of a commercial real estate transaction. As seller's representatives, we know the seller's specific needs and can tailor a proposal that expresses your desires, provides appropriate contingencies for due diligence and results in a win-win transaction for all parties.

### **Agency and you**

Generally, we are retained by sellers or landlords to represent them in the packaging and marketing of their commercial, investment or development real estate. You are encouraged to review the Minnesota disclosure form "Agency Relationships in Real Estate Transactions" which is enclosed at the end of this package. If you have questions about agency and how it relates to your search for the right property, please ask us. We will answer all your questions and review the alternatives.

Should you wish to pursue this opportunity, please acknowledge your review of "Agency Relationships" by signing, dating and returning it to us.

---

*Close Converse: The above information has been obtained from the property owner or other sources that we deem reliable, however, neither the owner nor Close Converse guarantees the accuracy of such information. No part of this information may be reproduced, adapted, or transmitted without the prior written consent of Close Converse.*

521 Charles Street, PO Box 327, Brainerd, MN 56401 | 218-828-3334 | [www.closeconverse.com](http://www.closeconverse.com)



# Agency Disclosure

## AGENCY RELATIONSHIPS IN REAL ESTATE TRANSACTIONS

1. Page 1

2. **MINNESOTA LAW REQUIRES** that early in any relationship, real estate brokers or salespersons discuss with consumers what type of agency representation or relationship they desire.<sup>(1)</sup> The available options are listed below. This is not a contract. This is an agency disclosure form only. If you desire representation you must enter into a written contract, according to state law (a listing contract or a buyer/tenant representation contract). Until such time as you choose to enter into a written contract for representation, you will be treated as a customer and will not receive any representation from the broker or salesperson. The broker or salesperson will be acting as a Facilitator (see paragraph IV on page two (2)), unless the broker or salesperson is representing another party, as described below.

9. **ACKNOWLEDGMENT: I/We acknowledge that I/we have been presented with the below-described options. I/We understand that until I/we have signed a representation contract, I/we am/are not represented by the broker/salesperson. I/We understand that written consent is required for a dual agency relationship.**

11. **THIS IS A DISCLOSURE ONLY, NOT A CONTRACT FOR REPRESENTATION.**

13. \_\_\_\_\_ (Signature) \_\_\_\_\_ (Date) \_\_\_\_\_ (Signature) \_\_\_\_\_ (Date)

14. I. **Seller's/Landlord's Broker:** A broker who lists a property, or a salesperson who is licensed to the listing broker, represents the Seller/Landlord and acts on behalf of the Seller/Landlord. A Seller's/Landlord's broker owes to the Seller/Landlord the fiduciary duties described on page two (2).<sup>(2)</sup> The broker must also disclose to the Buyer material facts as defined in MN Statute 82.68, Subd. 3, of which the broker is aware that could adversely and significantly affect the Buyer's use or enjoyment of the property. (MN Statute 82.68, Subd. 3 does not apply to rental/lease transactions.) If a broker or salesperson working with a Buyer/Tenant as a customer is representing the Seller/Landlord, he or she must act in the Seller's/Landlord's best interest and must tell the Seller/Landlord any information disclosed to him or her, except confidential information acquired in a facilitator relationship (see paragraph IV on page two (2)). In that case, the Buyer/Tenant will not be represented and will not receive advice and counsel from the broker or salesperson.

24. II. **Buyer's/Tenant's Broker:** A Buyer/Tenant may enter into an agreement for the broker or salesperson to represent and act on behalf of the Buyer/Tenant. The broker may represent the Buyer/Tenant only, and not the Seller/Landlord, even if he or she is being paid in whole or in part by the Seller/Landlord. A Buyer's/Tenant's broker owes to the Buyer/Tenant the fiduciary duties described on page two (2).<sup>(2)</sup> The broker must disclose to the Buyer material facts as defined in MN Statute 82.68, Subd. 3, of which the broker is aware that could adversely and significantly affect the Buyer's use or enjoyment of the property. (MN Statute 82.68, Subd. 3 does not apply to rental/lease transactions.) If a broker or salesperson working with a Seller/Landlord as a customer is representing the Buyer/Tenant, he or she must act in the Buyer's/Tenant's best interest and must tell the Buyer/Tenant any information disclosed to him or her, except confidential information acquired in a facilitator relationship (see paragraph IV on page two (2)). In that case, the Seller/Landlord will not be represented and will not receive advice and counsel from the broker or salesperson.

35. III. **Dual Agency - Broker Representing both Seller/Landlord and Buyer/Tenant:** Dual agency occurs when one broker or salesperson represents both parties to a transaction, or when two salespersons licensed to the same broker each represent a party to the transaction. Dual agency requires the informed consent of all parties, and means that the broker and salesperson owe the same duties to the Seller/Landlord and the Buyer/Tenant. This role limits the level of representation the broker and salesperson can provide, and prohibits them from acting exclusively for either party. In a dual agency, confidential information about price, terms and motivation for pursuing a transaction will be kept confidential unless one party instructs the broker or salesperson in writing to disclose specific information about him or her. Other information will be shared. Dual agents may not advocate for one party to the detriment of the other.<sup>(3)</sup>

44. Within the limitations described above, dual agents owe to both Seller/Landlord and Buyer/Tenant the fiduciary duties described below.<sup>(4)</sup> Dual agents must disclose to Buyers material facts as defined in MN Statute 82.68, Subd. 3, of which the broker is aware that could adversely and significantly affect the Buyer's use or enjoyment of the property. (MN Statute 82.68, Subd. 3 does not apply to rental/lease transactions.)

48. \_\_\_\_\_ (initials) \_\_\_\_\_ (initials) I have had the opportunity to review the "Notice Regarding Predatory Offender Information" on page two. (2)

50. Page 2

51. IV. **Facilitator:** A broker or salesperson who performs services for a Buyer/Tenant, a Seller/Landlord or both but does not represent either in a fiduciary capacity as a Buyer's/Tenant's Broker, Seller's/Landlord's Broker or Dual Agent. **THE FACILITATOR BROKER OR SALESPERSON DOES NOT OWE ANY PARTY ANY OF THE FIDUCIARY DUTIES LISTED BELOW, EXCEPT CONFIDENTIALITY, UNLESS THOSE DUTIES ARE INCLUDED IN A WRITTEN FACILITATOR SERVICES AGREEMENT.** The facilitator broker or salesperson owes the duty of confidentiality to the party but owes no other duty to the party except those duties required by law or contained in a written facilitator services agreement, if any. In the event a facilitator broker or salesperson working with a Buyer/Tenant shows a property listed by the facilitator broker or salesperson, then the facilitator broker or salesperson must act as a Seller's/Landlord's Broker (see paragraph I on page one (1)). In the event a facilitator broker or salesperson, working with a Seller/Landlord, accepts a showing of the property by a Buyer/Tenant being represented by the facilitator broker or salesperson, then the facilitator broker or salesperson must act as a Buyer's/Tenant's Broker (see paragraph III on page one (1)).

63. <sup>(1)</sup> This disclosure is required by law in any transaction involving property occupied or intended to be occupied by one to four families as their residence.

65. <sup>(2)</sup> The fiduciary duties mentioned above are listed below and have the following meanings:  
66. **Loyalty** - broker/salesperson will act only in client(s)' best interest.  
67. **Obedience** - broker/salesperson will carry out all client(s)' lawful instructions.  
68. **Disclosure** - broker/salesperson will disclose to client(s) all material facts of which broker/salesperson has knowledge which might reasonably affect the client(s)' use and enjoyment of the property.  
69. **Confidentiality** - broker/salesperson will keep client(s)' confidences unless required by law to disclose specific information (such as disclosure of material facts to Buyers).  
70. **Reasonable Care** - broker/salesperson will use reasonable care in performing duties as an agent.  
71. **Accounting** - broker/salesperson will account to client(s) for all client(s)' money and property received as agent.

74. <sup>(3)</sup> If Seller(s)/Landlord(s) elect(s) not to agree to a dual agency relationship, Seller(s)/Landlord(s) may give up the opportunity to sell/lease the property to Buyer(s)/Tenant(s) represented by the broker/salesperson. If Buyer(s)/Tenant(s) elect(s) not to agree to a dual agency relationship, Buyer(s)/Tenant(s) may give up the opportunity to purchase/lease properties listed by the broker.

78. **NOTICE REGARDING PREDATORY OFFENDER INFORMATION:** Information regarding the predatory offender registry and persons registered with the predatory offender registry under MN Statute 243.166 may be obtained by contacting the local law enforcement offices in the community where the property is located, or the Minnesota Department of Corrections at (651) 361-7200, or from the Department of Corrections Web site at [www.corr.state.mn.us](http://www.corr.state.mn.us).

MN:AGCYDISC-2 (8/14)

Close Converse: The above information has been obtained from the property owner or other sources that we deem reliable, however, neither the owner nor Close Converse guarantees the accuracy of such information. No part of this information may be reproduced, adapted, or transmitted without the prior written consent of Close Converse.



301 Minnesota Ave N, Aitkin, MN 56431

# Contact

## Office Location

521 Charles Street  
Suite 201  
Brainerd, MN 56401

## Mailing Address

PO Box 327  
Brainerd, MN 56401

## Phone

218-828-3334

## Fax

218-828-4330

## Website

[www.CloseConverse.com](http://www.CloseConverse.com)

## Agents

Tim Miller, CCIM	C: 218-838-8772	<a href="mailto:tim@closeconverse.com">tim@closeconverse.com</a>
Nate Grotzke, CCIM	C: 218-838-1000	<a href="mailto:nate@closeconverse.com">nate@closeconverse.com</a>
Chris Close, CCIM	C: 218-831-7510	<a href="mailto:chris@closeconverse.com">chris@closeconverse.com</a>
Kevin Close	C: 218-831-3077	<a href="mailto:kevin@closeconverse.com">kevin@closeconverse.com</a>
Rod Osterloh, ALC	C: 218-831-1301	<a href="mailto:osterloh@closeconverse.com">osterloh@closeconverse.com</a>
Jody Osterloh	C: 218-831-0712	<a href="mailto:jody@closeconverse.com">jody@closeconverse.com</a>

*Close Converse: The above information has been obtained from the property owner or other sources that we deem reliable, however, neither the owner nor Close Converse guarantees the accuracy of such information. No part of this information may be reproduced, adapted, or transmitted without the prior written consent of Close Converse.*

521 Charles Street, PO Box 327, Brainerd, MN 56401 | 218-828-3334 | [www.closeconverse.com](http://www.closeconverse.com)