

Contract Check List

All Items Must be Included Or The
Contract Will Not Be Acted On

Job# _____

Check Below

___ Buyer Names _____

___ Buyer Contact Information _____

___ Property Address

Street Number	Street Name	City	Zip
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___ Legal _____

Lot #	Blk #	Subdivision
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___ Plan Name _____ Home Flyer Attached with Mark-up
And Buyer Initials

___ Sales Price \$ _____ Pricing Summary Sheet

___ Sales Rep _____ Neighborhood Rep _____

___ Outside Realtor Y N ___ Contact Info on Contract

___ Buyer Toured Design Center _____, 20__
Date

___ Existing Lot Hold ? Y N \$ _____ Lot Deposit Amount
Circle One

___ Pre-qualification Letter from acceptable lender _____, 20__
Dated

___ Builder Deposit Attached (not less than 1%) \$ _____

___ All Contract Blanks Completed and properly initialed

___ Required Addendums Attached

___ Guaranteed Heat & Cool _____ Neighborhood Specific Disclosure Form
___ Completed Items and Allowances _____ Contingency Addendum

___ Buyer Signatures and proper initials

___ Lender Name & Contact Info _____
Loan Officer Phone # Company

_____ Reviewed
Scott's Initials

Contract Effective Date _____