

Make the Most of Your Time Previewing Checklist

- ✓ How do you work?
 - Central sales office handles all or land sales only?
 - Registration and co-broke policy?
 - Developer/Builder all-in-one, or developer and preferred builders?
 - Models are staffed by builders reps, outside agents, no one?
 - Are there specific days/times that models/specs are manned?
 - In planned communities: Is central registration available?
 - Do they do model/leaseback? What are the terms?
- ✓ Do they maintain inventory?
 - Will they provide updates to you via their website and email?
 - Do they maintain a design center or is there an outside source?
- ✓ Are models and specs available for viewing?
 - If not, when is completion expected?
 - How many homes are planned at completion?
- ✓ Are they doing pre-sales?
 - What are the terms for reservations or lot holds?
 - Do they have a warranty program in effect?
 - What do they require at contract?
- ✓ What is the current build time?
 - What is the average permit time running?
 - What is the expected build-out/close-out time?
 - Are they building with their own financing or is a construction perm loan required?
 - Do they have preferred lenders? Who are they?
- ✓ Do they have a Realtor club/incentive program in effect?

In your package, ask for the following (Many builders no longer offer full packages. They will direct you to their website or email you any updates. Ask to be added to receive these updates regularly):

Floor plans, pricing, site plans, lot availability, lot pricing, inventory, co-broke and registration agreements, business cards for on-site agent and sales manager, HOA and current fee information, standard features list, current incentives on inventory/new builds, a copy of their standard contract, and a list and/or map of their other communities/projects.

Bring your notebook with you, ask these questions, and take **many** notes. Hopefully, you will be provided with all of the above information. If not, ask if there is any other information you should know right now.