



BUILD AND PRICE THE EXACT HOME

Use the manufacturer's current information and record every selection before approving the order.

BUYER NAME

DEALER

MANUFACTURER / BRAND

MODEL / FLOOR PLAN

BUILDING PLANT

DATE REVIEWED

CONFIRM THE HOME

- ☐ The manufacturer, brand, model, floor plan, dimensions, and building plant are correct.
- ☐ The bedroom, bathroom, exterior-door, window, and room layout matches what I chose.
- ☐ The current floor plan, specifications, and option sheet are attached to the order.
- ☐ Any model-year or production changes were explained before I made selections.
- ☐ I know which features shown in displays, photos, and 3D tours are optional or outdated.
- ☐ The dealer confirmed that this exact home and every selection can be ordered from my location.

REVIEW EVERY OPTION ROOM BY ROOM

- ☐ Exterior siding, trim, shingles, doors, windows, and other exterior finishes are correct.
- ☐ Interior wall colors, trim, flooring, feature walls, doors, hardware, and lights are correct.
- ☐ Cabinets, countertops, sinks, faucets, appliances, and kitchen layout are correct.
- ☐ Bathtubs, showers, vanities, toilets, fixtures, and bathroom choices are correct.
- ☐ Structural, electrical, plumbing, comfort, and energy options are correct.
- ☐ Ceiling fans or fan bracing, closet lights, switches, outlets, exterior plugs, and water spigots were reviewed.
- ☐ I looked at physical samples when possible instead of relying only on a screen or brochure.
- ☐ Each selection shows its exact name, product code, color, location, and additional price.

CHECK PACKAGES AND PERFORMANCE OPTIONS

- ☐ Every dealer or manufacturer package is listed by name and additional price.
- ☐ I received a written list of every item included in each package.
- ☐ I know which package items replace standard features and which are truly added.
- ☐ I checked for duplicated items or options I do not need.
- ☐ I compared the package price with selecting only the options I want.
- ☐ I asked for as much insulation as I can reasonably afford and reviewed any available energy package.
- ☐ Available wall, window, duct, HVAC, water-heating, and air-sealing options were reviewed.
- ☐ The electrical print and switch locations were reviewed when available.

WATCH THE PRICE AS OPTIONS STACK UP

- ☐ The dealer updated the total price as selections were added or removed.
- ☐ The base home price is shown separately from packages and individual options.
- ☐ Every option and its additional price appears on the written quote or order.
- ☐ My choices are separated into must-haves and nice-to-haves.
- ☐ I removed lower-priority choices if the order moved beyond my budget.
- ☐ I considered whether a future porch, deck, carport, or addition will cover an exterior upgrade.



CONFIRM THE FULL DEAL BEFORE YOU SIGN

Make sure the written quote covers the work, price, deposit terms, and final factory order.

WHAT IS INCLUDED—AND WHAT ISN'T

- | | |
|---|--|
| ☐ Delivery, mileage limits, and possible additional delivery charges are written down. | ☐ Permits, inspections, utility connections, well, and septic work are written down. |
| ☐ Setup, leveling, anchoring, joining home sections, and trim-out are written down. | ☐ Clearing, grading, drainage, driveway, and other financed site work are written down. |
| ☐ HVAC equipment and installation are written down. | ☐ Taxes, title fees, dealer charges, cleanup, and debris removal are written down. |
| ☐ Foundation, steps, porches, decks, railings, and skirting are written down. | ☐ Buyer-paid and buyer-coordinated work is clearly separated from dealer work. |

DEFINE VAGUE WORDS AND ALLOWANCES

- | | |
|--|--|
| ☐ The dealer defined exactly what 'standard setup' includes and excludes. | ☐ The dealer identified each contractor or type of contractor involved. |
| ☐ Every allowance is labeled and shows the amount included in the price. | ☐ Responsibility for permits, scheduling, inspections, and corrections is clear. |
| ☐ I know who pays if actual work costs more than an allowance. | ☐ Verbal promises that matter to me were added to the written quote or agreement. |

REVIEW THE DEALER DEPOSIT

- | | |
|---|---|
| ☐ The required dealer-deposit amount is written down. | ☐ The agreement explains how the deposit will be applied to my purchase. |
| ☐ I understand when the deposit is due and which payment methods are accepted. | ☐ I understand that the dealer deposit may be different from my loan down payment. |
| ☐ The refund and cancellation terms are written down and understandable. | ☐ I will keep the signed deposit agreement and payment receipt. |

FINAL ORDER REVIEW

- | | |
|---|--|
| ☐ I compared the final order with the floor plan, specifications, option sheet, quote, and change records. | ☐ My name, property information, home information, and contact details are correct. |
| ☐ Every selection, package, price, inclusion, exclusion, and allowance is correct. | ☐ I received a complete copy of everything before signing or paying the deposit. |
| ☐ All requested changes appear in writing and old versions are clearly marked as replaced. | ☐ I understand that changes may be difficult, expensive, or impossible after production begins. |

READY TO APPROVE?

- | | |
|--|---|
| ☐ The written order describes the exact home I want. | ☐ I understand the deposit, cancellation, and refund terms. |
| ☐ The written price accounts for the work required to finish my project. | ☐ I have saved complete signed copies for my records. |
| ☐ I understand what the dealer will handle and what I must handle separately. | ☐ I am comfortable approving the order for factory production. |