



## **CRAFTMARK BOYL PROCESS**

### **STEP 1: Introduction/Initial Meeting with Property and House Type Review**

- Contact David Pastva at (703) 748-5866 to request additional information about our BOYL program such as pricing and standard features, or request a meeting.
- During the initial meeting:
  - Discuss which of our floor plans best suits your lifestyle and family needs
  - Review any changes you might wish to make to those floor plans
  - Quick overview of our building process from start to finish.
  - Review of the property you have chosen to build on to make sure we will be able to deliver the house and options that you desire.
  - Receive a list of recommended lenders for your consideration who can help you understand the loan process and secure the right construction/permanent financing for your unique situation. Note, you are not required to use one of our recommended lenders.

### **STEP 2: Property Visit and House Type Selection**

- We will meet with you at your property to evaluate and discuss site conditions.
- Together, we'll work to finalize the selection of your house type and exterior elevation along with a review of options that you might desire.
- Several days following the property visit and finalizing the house plans we will prepare and review with you separate pricing schedules, one for the house and options of your choice and the other for the required site development work.

### **STEP 3: Sales Agreement**

- Execute a Sales Agreement
- Close on the construction loan.

### **STEP 4: Site and Architectural Plan Preparation/Permit Submission**

- We'll begin site plan and architectural plan preparation with a final review of those plans with you prior to submission for permitting.
- Note: a separate demolition permit will need to be obtained if your property has an existing home which we can assist in acquiring.
- You'll meet with our design team to finalize interior finishes and selections. (Many of these finishes are on display at our existing model home sales centers.)
- Depending on the jurisdiction the permitting process can take anywhere from 45 days up to 3 months.

### **STEP 5: Construction**

- Upon issuance of all the permits you will have the opportunity to meet with our production team onsite to review your house plans and selection package.
- Construction begins with excavation and foundation.
- The production team will meet with you again at the home prior to the installation of drywall to verify that your home is being built in accordance with the architectural plans and your selections.
- Average construction time is approximately 5 months.

## **STEP 6: Completion/Occupancy/Move-in Date**

- When your new home is complete, you will have an orientation walk-thru with the production team, focused on the demonstration of the home's features, systems, maintenance requirements and warranties. Any concerns about the construction finishes will be documented at this time.
- Approximately 5 days later, we'll take you on a re-walk of the home with the production team to verify the final condition of the home.
- We'll schedule a follow-up visit with you in your home approximately 90 days after you move in, and another approximately 9 months after occupancy so we can address any concerns or questions you may have about your home or the systems installed.