



## **SALES PROCESS**

In an effort to offer these homes in a fair and manageable manner, Viewpoint has developed the following Sales Process.

**Grand Opening: Saturday October 8, 2016 beginning at 11:00am**

**First Sales Release: Saturday October 15, 2016 beginning at 11:00am**

At the Grand Opening on Saturday, October 8<sup>th</sup> the specific homes that are being released, along with a specific price for each of these homes, will be made available in the Viewpoint sales office.

Viewpoint will be utilizing a **Priority List** for the Sales Release. **Your name will be added to the Priority List in the order your pre-approval is received.**

- ❖ **Must be preapproved with a preferred lender.** All those wishing to purchase ('Buyer') a home at Viewpoint must provide a valid pre-approval letter **from a Preferred Lender** to the Sales Representative. If a Buyer does not have a valid pre-approval letter they will not be added to the Priority List and will not be allowed to purchase a home. (Note: Cash buyers must provide proof of funds to the Sales Representative in order to be added to the Priority List and purchase a home.)
- ❖ **Starting at 11:00am** on the day of the release, please check-in with the Sales Manager to participate in the release.
- ❖ **Starting at 12:00pm**, the Sales Manager will call the names of the parties who have checked in for the release in the order they are listed on the Priority List.
- ❖ If your name is called, you will have the opportunity to choose a home site from the list of homes available.
- ❖ Should the property you wish to purchase be available, the sales staff will collect a deposit check made out to First American Title Company in the amount of 3% of the sales price of home. At that time an appointment will be made to sign the Purchase Agreement within 48 hours.
- ❖ If you elect not to purchase a home in the current release, your name will be left on the Priority List in its original position.
- ❖ The only time your name will be removed from the Priority List is if your pre-approval has expired. As long as you keep an up-to-date pre-approval on record with the sales staff, your name will remain on the Priority List in its original position.
- ❖ This process will repeat itself until all of the homes in the Sales Release have been sold.
- ❖ Seller does not accept responsibility to notify interested parties of the actual release date for future releases. Interested parties must stay in touch with the Viewpoint Sales Staff to keep apprised of the actual sales release dates.
- ❖ Buyer is responsible to make sure that the Viewpoint Sales Staff has all necessary contact information. If the Viewpoint Sales Staff is unsuccessful in reaching a party after a reasonable effort has been made, Seller may offer the available property to another party.

Please discuss any questions you may have with the Viewpoint Sales Team prior to the sales release day.

***Thank you for your interest in Viewpoint and we hope to see you soon!***

**Viewpoint Sales Office**  
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