



# PROCEDURES/FORMS/PERMITS PRIOR TO CONSTRUCTION

1. **Budget** - Determine what budget or monthly payment that works for your situation
2. **Choose a Home Plan** - Determine the Size and Type of Home that fits your Needs and Budget
3. **Estimated Home Quote** - Determine the Options and Upgrades that you want in the Home
4. **Start the Print** - Once the Options and Upgrades are selected then we will add them to the floor plan
5. **Sign off on Print** - When the print is exactly the way you want it then you will sign off on the plan.
6. **Submit Everything for Final Review** - Once everything is signed off on, then we submit everything for Final Review and pricing from the manufacturer to get the home package total price.
7. **Signing a Contract** - Once the Total Price is established, we can sign a contract for the home package.
8. **Start the Building Permits** - DB Homes will fill out the paperwork for the building permits but there is required information needed from the customers to acquire the permits.
9. **Secure Financing** - Establish the method of payment for the new home.
10. **Ordering the Home** - After financing has been secured and the loan has closed, then we will order the home from the manufacturer.
11. **Establish Construction Activities/Schedule** - 7 - 10 days after the home is ordered the manufacturer will provide us with a tentative delivery date. Once we get that date then we can begin to schedule the site preparation. Every home is assigned a project coordinator to consult during the construction process.
12. **Site Preparation** - Once the site is prepared and the foundation dug, then we can begin the foundation.
13. **Foundation** - DB Homes uses a Poured Wall Foundation as standard in our "Turn Key" construction.
14. **Modular Home Delivery** - Once the site has been prepared properly then we can have the separate units delivered to the site.
15. **Modular Home Set** - DB Homes will set and weather proof the home in 1-2 days in most cases. Typically we are about 85% done with the project after the set of the home.
16. **Completion/Finish Home** - DB Homes then ties the units together and builds any of the site built structures optioned in by the homeowner (Garages, porches, decks, etc.). The completion of the project occurs within weeks of the set of the home.

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