

## Contract Check List

All items **MUST** be included with contract in order for contract to be processed.

### Required Addendums and Forms

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- |  |  |
|--|--|
| <input type="checkbox"/> Contract Summary Sheet                                | <input type="checkbox"/> Non-Realty Form                                 |
| <input type="checkbox"/> Pre-qualification letter                              | <input type="checkbox"/> Items & Allowance                               |
| <input type="checkbox"/> Bonded Builders                                       | <input type="checkbox"/> Earnest Money                                   |
| <input type="checkbox"/> Third Party Financing Addendum                        | <input type="checkbox"/> Contingency Addendum<br><i>(if applicable)</i>  |
| <input type="checkbox"/> Legal description<br><i>(lot, block, subdivision)</i> | <input type="checkbox"/> Appropriate contract used<br><i>(See below)</i> |
| <input type="checkbox"/> Contract completed & executed                         |  |

Reviewed by:

\_\_\_\_\_  
Charlie Miller  
(initials)

\_\_\_\_\_  
Date

Reviewed by:

\_\_\_\_\_  
Emily Ann Ramirez  
(initials)

\_\_\_\_\_  
Date

**\*\*Please make sure to use correct contract\*\***

Accent TX- **El Paso Accent Homes LLC**

Flair Homes (Accent) - **Flair Homes Inc. by Accent**

Flair Homes NM-**Flair Homes Inc.**

Flair Texas- **The Winton/Flair Homes Texas Group**

Resales- **TREC Form**