



FAQ/ Building Process

Van Ert Builders Philosophy/Model:

Van Ert Builders strives to deliver exceptional service and quality while delivering a reasonable cost. With limited expenses and overhead, we can work off a lower construction management fee than many other builders. We offer Energy Star Homes and include many standard features which other builders consider upgrades or do not offer.

We work very closely with our customers to include all amenities/options into the final Cost Construction Breakdown/Contract. If a change is requested by the customer after the contract has been signed, Van Ert Builders will use a “Change Order” process (explained below) and not mark up the “Change Order” above our actual cost unlike many other builders.

We hope this information helps you understand our building process. If you have any questions please feel free to contact Paul or Dave Van Ert.

1: Pre-Construction Process:

- A) We help in selecting the perfect lot for your new home, giving suggestions for design opportunities.**
- B) We work with United Building Center to design and develop a blue print for you at no cost if you build with Van Ert Builders.**
- C) We work with our Suppliers and Sub Contractors to give you the newest ideas in materials and designs to build your dream home.**
- D) We will provide a Cost Construction Breakdown through the process to allow you to manage to a budget or plan for expenses.
 - a. Please use our estimating tool located on our web site to estimate the final cost of your completed home.****

**** We ask that all customers sign a Pre-Construction Agreement which allows you to use the blue print which will be designed and build with another builder at a nominal cost if you choose not to build with Van Ert Builders.**

-Please see a copy of our Pre-Construction Agreement under “Downloads” on our web site.

2: Signing of Contract:

- A) When and not before all plans have been finalized and you are completely satisfied with all aspects of your new home, we will ask for you to sign a contract to start construction.**
- B) We will ask for \$5,000 at time of signing the contract with the balance to be collected through the construction process.**
 - a. The \$5,000 will be credited against the first draw (explained below)**
- C) Customers will be required to show proof of financing or means of payment for the construction of the home prior to signing the construction contract.**

3: Construction Process:

- A) Customers will be required to insure the home for the full value of the completed project.**
 - a. If you are financing the construction your lender will require coverage.**
 - b. If you are paying with other means, Van Ert Builders will ask for a copy from your insurance agent.**
- B) Customer will be responsible for cost of all permits and payment must be received before construction can proceed. This cost can be included in your construction financing and taken at time of closing to allow for payment and the start of construction.**
- C) When Permits have been received the construction will happen in the following order with slight variations depending on the specific project.**
 - a. Site preparation/excavation of basement**
 - b. Foundation will be installed**
 - c. Backfill around foundation**
 - d. Lumber/Windows will be delivered**
 - e. Rough carpentry will be completed**
 - f. Roofing will be installed**
 - g. Rough mechanicals (heating/plumbing) will be completed**
 - h. Rough electric will be completed**
 - i. Insulation completed (attic will be blown in after drywall)**
 - j. Drywall completed.**
 - k. Painting completed**
 - l. Millwork installed (trim/doors, cabinets)**
 - m. Finish plumbing/heating/electrical completed**
 - n. Finish flooring completed**

- D) Any changes to original plans/contract will be handled through a “Change Order Process”, we take the following steps.
- a. When Customer request a change, a “Change Order” (see under “Downloads” section) form will be generated listing the change and any additional cost.
 - b. If Customer agrees with the Change Order, the Customer will sign the Change Order agreeing to any additional cost and executing the change.
 - c. Any additional cost will be collected from the Customer at time of completion of the change or included in the construction loan/draw process.
- E) Van Ert Builders offers a standard 1 year warrantee (see under “Downloads” sections)

4: Draw Process:

- A) Van Ert Builders typically will draw 4 times through the construction process.
- B) The \$5,000 received at time of signing the contract will be credited towards the first draw amount.
- C) Van Ert Builders will be responsible to collect all lien waivers from our Suppliers and Sub contractors for any divisions of work which have been completed to that point when a draw is taken.
- D) Van Ert Builders will prepare a Customer Authorization Form for the customers to review before the draw is sent to the Title Company for payment.
- E) Van Ert Builders will send all original liens to the title company and receive payment from the draw. Van Ert Builders will be responsible for all payments made to all Suppliers and Sub Contractors.
- F) The 4 draws will be taken approximately at the following stages during construction:
- a. 1st Draw when the Foundation has been completed and lumber/windows are on site.
 - b. 2nd Draw at completion of rough mechanical- (plumbing/heating/electrical)
 - c. 3rd Draw at completion of dry wall being installed and millwork being delivered (trim/doors)
 - d. 4th Draw at completion of construction

****Additional draws may be required if substantial changes are made which slows the construction process. Additional draws cost approximately \$100 each and would be the responsibility of the owners**