Approved Builder Application (10/20/26)

Community: _____
Application Date: _____

1. Company Information

Legal Company Name: _____

DBA Name: _____

Business Address: _____

Primary Contact: _____

Phone: _____

Email: _____

Website: _____

Years in Business: _____

2. Licensing & Insurance

State Contractor License Number: _____

License Expiration Date: _____

General Liability Coverage: _____

Workers Compensation Coverage: _____

Attach Certificates of Insurance: _____

3. Company Qualifications

Number of Homes Built in Last 3 Years: _____

Primary Markets Served: _____

Average Home Price Range: _____

Key Personnel and Experience: _____

List of Similar Communities Built In: _____

4. Financial Information

Banking Reference: _____

Trade References (3): _____

Surety/Bonding Capacity (if applicable): _____

5. Design & Construction Standards

Describe Architectural Style: _____

Quality Control Process: _____

Warranty Program: _____

Customer Service Process: _____

6. Required Attachments

State Contractor License: _____

Insurance Certificates: _____

Corporate Resume/Brochure: _____

Sample Floor Plans and Elevations: _____

References from Developers/Communities: _____

7. Community Standards Acknowledgment

Applicant agrees to comply with all governing documents, design guidelines, architectural review requirements, construction regulations, HOA requirements, and community standards.

Internal Review Checklist

☐ License Verified

☐ Insurance Verified

☐ Financial Review Completed

☐ References Checked

☐ Prior Community Experience Reviewed

☐ Design Review Approved

☐ Management Approval

☐ Final Approval

Approval

Approved ☐ Denied ☐

Conditions of Approval: _____

Approved By: _____

Date: _____