

Bobbi Landis

From: Bobbi Landis
Sent: Tuesday, August 27, 2019 3:43 PM
Subject: IMPORTANT Tuesday Tip: Deposit Structure Details
Attachments: Deposit Schedule.pdf

IMPORTANT TUESDAY TIP: DEPOSIT STRUCTURE DETAILS

Since we have recently expanded our product portfolio, we want to clarify a few things as they relate to deposits for Log, Timber Frame and our latest product offering, Hybrid homes. Please carefully review the memo below and/or refer to the visual representation attached.

Whether you are dealing with an initial deposit for any of the three aforementioned product lines, the initial deposit will not be dependent on the type of home, but rather will depend on whether the design is considered a Basic or a Complex Design. The required minimum deposit for a Basic design is \$3000. The required minimum deposit for a Complex design is \$5000. If you submit an estimate request for processing, it will include the designation of either a Basic or Complex design.

If you have a client who needs full construction plans but is not ready to place their manufacturing deposit, in addition to their initial deposit of either \$3000 or \$5000, an additional \$4000 deposit would be required in order to secure their construction plans. This additional \$4000 does not allow them to secure a confirmed delivery date, however a tentative delivery date may be secured.

--OR--

After the initial deposit of either \$3000 or \$5000 is made, plans are signed off indicating all changes are complete, a 20% deposit (or the balance of 20%) is required in order to move to the Construction Plans and secure a confirmed delivery date. The 20% deposit applies Log homes only. A 30% deposit (or the balance of 30%) is required in order to do the same for a true Timber Frame or Hybrid Home.

In the event you have a client who is interested in timber frame trusses or standalone timber accents, pavilions or pergolas, a \$500 deposit is required in order to initiate drawings. Once the plans are approved and signed off indicating all changes are complete, a 30% deposit is required to secure a delivery date.

Keep in mind **all deposits are credited toward the materials package price.**

In regards to using a Hip-Pocket Discount where the discount is divided equally between TLH and the selling rep, for a full log home and a full timber frame home, the maximum total discount allowed is 10%. For a partial timber frame or a Hybrid home, the maximum Hip-Pocket discount allowed is 5%. Again, TLH will split half of this total percentage 50-50 with the selling rep. There are no discounts available for timber accents, pavilions or pergolas.

If additional discounts are required in order to secure a sale, the selling rep can offer additional percentages but these will not be eligible for a 50-50 split, but rather will be the sole responsibility of the selling rep.

Please also note that we now have new Estimate Request Forms specific for Log Homes, Timber Frame / Hybrid Homes and Pavilions, Porches and Pergolas. You can find all of these new request forms on the Rep Portal.