



# ONLINE ACCESS FOR CLIENTS

Building your new home is an exciting and important endeavour, and Maas Construction wants the process to be as smooth and enjoyable as possible. That is why we provide each of our clients with access to a secure website with all of the details of their new home.

Whether you are at home, at work, on the road, or on vacation, Maas Construction puts information at your fingertips about your selections, upgrades, financial decisions, questions, documents, photos, and more.

Look at the examples below to see just a few of the ways our online client access keeps you in touch and well-informed during the construction of your new home.

## Selections and approvals made easy...

**06 - Exterior Doors**

**Garage Doors - Manufacturer, Product, Style and Color**

Choice	Price	Allowance	Difference
Choice Coachman CP20 Sandstone with arched glass	\$4,000.00		
Assigned to Choice #2			

**12 - Plumbing Fixtures**

**Plumbing Fixtures**

Choice	Price	Allowance	Difference
Choice #7728 Iron Ferguson	\$11,754.70		
Choice #7701 Iron Ferguson	\$2,881.00		
Assigned to Choice #2			

▲ **Selection Sheet**  
Review what selection choices you have made and see what decisions are coming up next.

**Change Order #2**  
Status: Awaiting Approval

Document Date: Wednesday, June 02, 2010  
Contract Date: 12/2/2009

This change order is binding under your original sales contract, per section 12.

Line Items	Selection	Choice	Price	Allowance	Difference
Enlarge powder bath					\$2,345.00
<b>Total</b>					<b>\$2,345.00</b>

**Effect on Contract Total**

Original contract total	\$675,000.00
Total from this document	\$2,345.00
<b>New contract total*</b>	<b>\$677,345.00</b>

\*May not include other documents that have been approved since this document was created.

Terms: Due on approval

**Approvals**

Status	By	Role
Awaiting Approval	Faith Cully	Purchaser
Awaiting Approval	Donny Wyatt	Seller

▲ **Electronic Approvals**  
View and approve upgrades online without having to fax or mail signed documents back and forth.

**Expenses & Approvals**

Base Price: \$675,000.00

**Change Order #1** (Status: Awaiting Approval)

Selection	Choice	Price	Allowance	Difference
Enlarge powder bath				\$2,345.00
<b>Change Order #1 Total</b>				<b>\$2,345.00</b>

**Change Order #2** (Status: Draft)

Selection	Choice	Price	Allowance	Difference
Enlarge powder bath				\$2,345.00
<b>Change Order #2 Total</b>				<b>\$2,345.00</b>

**Total Price**: \$677,637.97

▲ **Up-to-date Financial Total**  
Check a running total, in real-time, of the financial decisions you have made on your new home.

## ... and simple communication for everyone

**Question List**

Question	Asked By	Answer	Last Comment
Will the basement use underblock or poured concrete?	Faith Cully on 1/13/10	We will use poured walls - Donny Wyatt on 1/23/10	Question answered. View/add comments
How many recessed lights are included in the base price?	Faith Cully on 1/13/10		View/add comments

**Existing Comments**

- Tom Longton: 8:00 8:06 PM. Thanks for the update. I'll post it when we get it.
- Margaret Cully: 8:58 8:58 PM. We made a few changes on the guest bath fixtures. Jane should get back to you with a revised quote.
- Tom Longton: 7:58 AM 12:22 AM. I just posted the second quote. It is closer to your allowance, but still over. Let me know what you want to do. Thanks.
- Margaret Cully: 7:28 AM 5:28 PM. The first price came in higher that we wanted. I will go back in and change some of our selections.

**Add New Comment**

Check Spelling

Add Comment

In addition, all of your other communications are kept organized in one place:

- Questions & Answers
- Comments
- Photos
- Documents
- Project Milestones

See the back for more details...

**MAAS CONSTRUCTION, INC.**

**928-768-9108**

[www.maasconstruction.com](http://www.maasconstruction.com)



## A simple way to access your home's information in one place...

It starts by entering your personal login information at [www.masconstruction.com](http://www.masconstruction.com). From there, you have access to the following areas and more.

### Selection Sheet... See choices and stay on schedule

The site organizes selection items on a single color-coded list, displayed with all of the pertinent allowance, pricing, and other helpful information. Upcoming selections are automatically flagged to help keep you on schedule. With just a few clicks, you can enter your choices.

### Expenses & Change Orders... Eliminate "sticker shock"

Every decision made on the selection sheet is automatically reflected on the expenses page. With a single click, you can see how each of your choices have affected the final price of your home. If you need to approve a change order, you can do it electronically, saving you the time and hassle of faxing or mailing signatures to your builder.

### Milestones... Understand the next steps

Building a home is an involved process, so the site will show you a list of major milestones on your project. You can check the progress made so far and see what steps are coming up next.

### Questions List... Never lose answers to your questions

Over the course of a project, you will have lots of questions, and this site will help you keep all of those questions, and your builder's answers, organized and in one place. Simply enter your questions here, and your builder's responses will be listed right next to them.

### Builder's To-Do List... See items as they happen

Your builder may choose to post some to-do items on the website. While you cannot add items to this list, viewing it can help give you an idea of how things are moving along on your home.

### Comments, Photos, and Files... Stop jumbled e-mails

As your home progresses, you will need to have "conversations" about certain items, like asking for clarification on a selection or providing an update on a warranty request. Rather than using e-mail, you can add comments to many of the items in the site. Comments group these conversations together with the items to which they relate, which keeps information organized and available to everyone, cutting down on misunderstandings. You and your builder can also attach photos and files.

### Warranty List... Easily track loose ends

Once your home is complete, you can submit warranty requests online. You can come back to the site to check the status, add comments as necessary, and then verify when they are complete.

### E-mail Updates... Let new information come to you

You can access the website at any time, but if there is something updated that you need to see on the site, you will also receive an e-mail each morning letting you know.

**Question List**

Ask a question  
Click the "Question" heading to report the list.

Question	Asked By	Answer	Last Comment
1. Will the basement use cinderblock or poured concrete?	Fath Cullaly on 1/13/10	We will use poured walls - Donny Wyatt on 1/23/10	1/23/10 8:51 AM - Question answered. <a href="#">View/add comments</a>
2. How many recessed lights are included in the base price?	Fath Cullaly on 1/13/10		<a href="#">View/add comments</a>

▲ The questions list saves all of your questions, and your builder's answers, in one, easy-to-find place.

**Garage Doors - Manufacturer, Product, Style and Color**

Requested By: Drywall (Est. 8/24/10)

See CHI Doors ([www.chidoor.com](http://www.chidoor.com)) or Clopay Doors ([www.clopaydoor.com](http://www.clopaydoor.com)) for ideas.

Choice	Price	Allowance	Difference
#1 Clopay Coachman CF23 Sandstone per drawings	\$4,569.77		
#2 Clopay Coachman CF23 Sandstone with arched glass	\$5,124.32	\$4,000.00	+\$1,124.32

Assigned to Change Order #1 - Awaiting Approval

Last Comment: Assigned to Change Order #1. See change log for details. Automatically entered 10:17 AM on Thursday, 1/14/10. [View/add comments](#) | [View change log](#)

**12 - Plumbing Fixtures**

Requested By: Framing (Est. 4/28/10)

Ferguson is our preferred vendor (ask for Jane), but we can work with other local showrooms.

Choice	Price	Allowance	Difference
#1 Quote #7726 from Ferguson	\$15,754.78		
#2 Quote #7801 from Ferguson	\$12,801.00	\$9,500.00	+\$3,301.00

Last Comment: Thanks. It post it when I get it. 8:45 AM on Saturday, 1/23/10. Donny Wyatt. [View/add comments](#) | [View change log](#)

▲ The selection sheet shows real-time info and prominently marks upcoming selections to keep everyone on schedule.

**Expenses & Approvals**

Base Price: \$675,000.00

Change Order #1 (UPDATED) (Green Approvals Pending)

Selection	Choice	Price	Allowance	Difference
Garage Doors - Manufacturer, Product, Style and Color	Clopay Coachman CF23 Sandstone with arched glass	\$5,124.32	\$4,000.00	+\$1,124.32
Subtotal				\$1,124.32
Builder Fee - 15%				+\$168.65
Change Order #1 Total				\$1,292.97

Change Order #2 (UPDATED) (Green Approvals Pending)

Selection	Choice	Price	Allowance	Difference
Enlarge powder bath		\$2,345.00		-\$2,345.00
Change Order #2 Total				-\$2,345.00

Unlocked Selection Items

Selection	Choice	Price	Allowance	Difference
Exterior paint color	DIC 071 - Historic Red	TBD	TBD	TBD
Unlocked Selection Items Total				\$0.00
<b>Total Price</b>				<b>\$678,637.97</b>

▲ The expenses page automatically shows how selection choices and change orders affect the final project price.

**Open Items**

Sublist	Priority	Entered	Item	Last Comment	Verify
30 Day	None	12/18/09	The tree and one of the azaleas in the front yard have died.	Item accepted - Donny Wyatt - 12/18/09 11:03 AM <a href="#">View/add comments</a>	Completed

**Items Awaiting Approval**

Sublist	Entered	By	Item	Last Comment
General	1/22/10	Fath Cullaly	Dripping sound in the wall in the front right bedroom. It happens whenever the AC turns on and off.	<a href="#">View/add comments</a>

**Completed Items**

Sublist	Entered	Completed	Item	Last Comment	Verify
30 Day	12/25/09	1/1/10	The deadbolt on the door to the garage will not latch anymore -- it seems like it is no longer lined up properly.	Item completed - verified - Fath Cullaly - 1/13/10 11:08 AM <a href="#">View/add comments</a>	Verified
30 Day	1/13/10	1/14/10	I have some water leaking out from under the HVAC unit in the basement. I attached a photo in the photos section.	Item completed - Donny Wyatt - 1/14/10 4:06 PM <a href="#">View/add comments</a>	Click to verify

▲ The warranty list lets you request new items and verify items once they are complete.