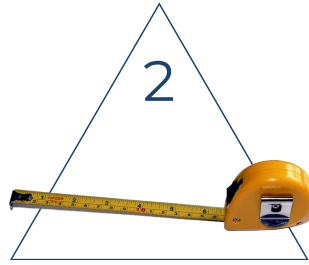
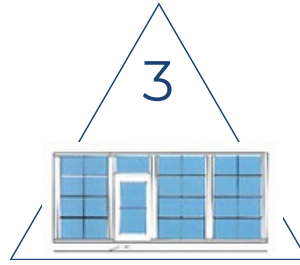




1



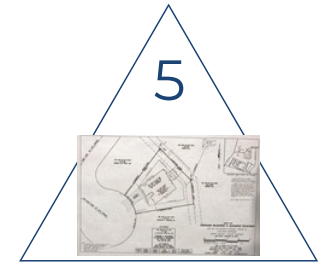
2



3



4



5

Complimentary Consultation

Design Consultant

Final Measurements

Project Measurement  
Manager  
1 Week after  
Contract Signing\*

Drawing Layout

General Manager  
2 Weeks after  
Measurement\*

HOA/ARB Approval

Home Owner  
Responsibility,  
if needed

As Built Site Survey

Home Owner  
Responsibility,  
if needed



6



7



8



9



10

Engineering

Certified Engineer,  
if needed

Permitting

Operations Manager

Material Ordering

Operations Manager

Project Start  
Initial Building Inspection

Project Manager

Project Completion  
Final Inspection  
Walk Through

Project Manager

**1st Payment**

Deposit - 15%  
At Contract Signing

**2nd Payment**

HOA/Materials - 35%  
Drawing & HOA Approval

**3rd Payment**

Start - 30%  
Project Start

**4th Payment**

Final - 20%  
After Final Inspection

\*Timeframes are estimates based on market conditions



# 10 Step Process

Email HOA Approval to [customercare@CarolinaHomeExteriors.com](mailto:customercare@CarolinaHomeExteriors.com)

Email Questions about your Status to [service@CarolinaHomeExteriors.com](mailto:service@CarolinaHomeExteriors.com)

Email Questions During your Build to [production@CarolinaHomeExteriors.com](mailto:production@CarolinaHomeExteriors.com)

Call (843) 651-6514 for Payments

1)Complimentary Consultation At our initial complimentary consultation, you will receive an estimate based on your needs and desired financial investment. Once your quote is agreed upon, our office staff will work with you until the completion of your project.

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2)Final Measurements Upon signing your contract, our Measurement Project Coordinator will contact you within approximately 1 week to schedule an on-site measurement appointment at your convenience.

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3)Design & Drawing Layout Our licensed residential builder will prepare a rendering your customer project for you within approx. 2 Weeks of your Final Measurements. This rendering will visualize of the project and assist you in submitting your application to the HOA for approval. If HOA approval is not required, the project timeline will start upon your approval of the drawing.

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4)Home Owners Association Approval You (the homeowner) are responsible for submitting your request to your HOA. Our team will help you get any documents you require. Once you receive your HOA approval, please forward it to our office at [mary@carolinahomeexteriors.com](mailto:mary@carolinahomeexteriors.com) and be prepared to make your second payment. If you do not have an HOA, you can approve your drawing yourself and proceed.

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5)As-Built Site Survey If you are doing an addition to your property, we are required to submit an "As-Built" or "Certified" plot plan of your property to pull a permit. Please check your records for the plot plan and provide a copy at your earliest convenience.

6) Engineering If we are adding a room addition or roof, we are required to submit an engineering drawing to get a permit. We will send your project to engineering upon drawing or HOA approval.

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7)Buildings Permits & Code Compliance Once approval is obtained, and we have the survey and engineering we will move along with ordering the building permit.

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8)Material Ordering, Delivery & Scheduling Once the permit is issued, your custom materials will be ordered. Our Customer Service & Operations Manager will send you an email with a tentative project start date when your materials arrive. Any dates discussed are estimates and are subject to change dependent on weather, availability of materials, etc.

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9)Installation & Inspections After a scheduled start date has been agreed upon, our Lead Installer will get the crew started. Based on preliminary, intermediate, and post-project inspections; installation timeframes vary due to code enforcement availability.

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10)Final Inspection & Closing Upon completion of your project, our Lead Installer will do a final walkthrough with you. It is an ideal time to ask any questions you may have. This is also the time when we familiarize you and your family with the operations of your new room. At this time, you will receive a closing package including warranty information and referral incentives as a valued customer.

\*Timeframes are estimates based on market conditions



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