



Mile & Creek

PHASE 3

SIGNING PROCESS

1. All deals will be signed electronically. An agreement will be prepared and emailed to your client (from Milborne BUILD IQ). Please have your clients sign all documents digitally within 24 hours to secure the unit. Virtual signing appointments can be offered for purchasers who want to review the agreement while signing. *Unsigned purchase agreements may be cancelled at the Builder's discretion.*
2. The builder will only execute the agreement once the first deposit has been received in the office as a DRAFT.
3. After the Builder executes, you and your clients will receive an email with the following items enclosed:
 - Executed Agreement of Purchase and Sale*
 - Condo Documents*
 - Buyer's Guide*
 - Financing Approval Guidelines*

DEPOSIT CHEQUES

1. Please arrange **all cheques (\$5,000 bank draft + 3 post-dated personal cheques) payable to Joseph & O'Donoghue LLP in Trust.**

Please deliver to the Mile & Creek Milton Sales Office at **10180 Derry Rd, Milton, Ontario**, within 24 hours of receiving the Agreement of Purchase and Sale. Our hours of operation are from 11AM-6PM Monday-Sunday.

2. A completed Third-Party form and a valid government-issued photo ID are required when the cheques provided are not from the Purchasers stated in the Agreement of Purchase and Sale. If the cheques come from a corporation, we will need a copy of the Articles of Incorporation and the nature of the corporation's business. This form is a requirement for FINTRAC purposes.

GUIDELINES

1. Maximum of **ONE** Agreement per name and household. Name changes are not permitted. Purchasers can enter into multiple agreements at the builder's discretion.
2. A mortgage pre-approval is required within 30 days of signing the Agreement of Purchase and Sale. Please follow our Financing Approval Guidelines (included with the Executed Agreement of Purchase and Sale) to arrange for Financing Approval to be submitted to the Builder.

Please contact a Milborne Sales Representative at (416)630-8282 for additional questions or assistance. Thank you.