



**EXCLUSIVE  
BROKER RELEASE**





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# SALES PROCEDURES

### 1. OUR SALES TEAM IS HERE TO ASSIST YOU

The **Rosehaven Homes – Simcoe Woods** sales team is available to assist you and your clients. Appointments will be conducted **in person** at our **Simcoe Woods Sales Office/Model Home** located at **2153 Donnelly Crescent** in **Innisfil**. If you require any additional information, please feel free to reach out to our sales team via telephone by calling **(437) 873-5125**, or alternatively by way of e-mail at **simcoewoods@rosehavenhomes.com**.

Sales and Marketing materials are available for download by visiting our Broker Portal link **<https://broker.rosehavenhomes.com/community/simcoe-woods>**

Please review all materials with your clients, including pricing, community features, interior finishes, floor plans and agreement requirements, prior to visiting our sales office.

### 2. MY CLIENT IS READY TO PURCHASE

Once your client has selected a model and is ready to purchase, the following information will be required:

- A clear colour image of two valid pieces of Government issued photo Identification; one indicating the clients full legal name, date of birth and current address, and the second that verifies that they are a resident of Canada;
- The clients telephone number;
- The clients e-mail address;
- The clients occupation and name of employer;
- A clear colour "selfie" image of your client holding up their photo identification next to their face (*required for virtual appointments only*); and
- A clear image of the initial deposit draft required at time of purchase.

### 3. SUBMITTING A WORKSHEET

We will begin accepting completed worksheets immediately. Worksheets will be considered and fulfilled on a "first come, first served" basis, and will be time stamped.

The completed worksheet along with your clients photo identification and proof of deposit should be e-mailed to **simcoewoods@rosehavenhomes.com**.

The **Rosehaven Homes – Simcoe Woods** Sales Team will contact you to confirm your unit selection and book your signing appointment.

Please be advised that the Builder will currently **only** be accepting **firm offers**, as such, kindly ensure that your client(s) are fully aware of this contingency and that they conduct the proper due diligence in order to satisfy themselves by thoroughly reviewing the attached Agreement of Purchase and Sale, in advance of completing and submitting any worksheets.

The **Simcoe Woods** sales team is available to guide you and your client through the agreement process. For those of you who have clients that would prefer a virtual appointment, please note that it is mandatory that you attend the virtual appointment along with your client. Your client will be receiving a digital copy of the Agreement of Purchase and Sale which will need to be signed electronically. There will be a limited amount of time to sign the electronic documents, any agreements that are not completed within 24 hours will be considered void and the lot will be returned back to the available inventory.

#### 4. AGREEMENT PREPARATION

We require the following items in order to facilitate the preparation of your clients Purchase and Sale Agreement:

a) **MODEL & LOT SELECTION**

b) **DEPOSITS**

Upon receipt of a confirmed model and lot selection, it is required that you make arrangements with your client to provide **all deposits** which must be hand delivered to the **sales office in Innisfil**, located at **2153 Donnelly Crescent**. Alternatively, deposits can also be delivered to **Spectrum Realty Services Inc., Brokerage** head office located in **Vaughan** at **8400 Jane Street**, to the attention of **“Re: Rosehaven Homes Simcoe Woods - Lot #”**, prior to your clients signing appointment, and, as follows:

##### **FREEHOLD TOWNHOMES**

- ⇒ **First deposit** (deposit #1) **must** be in the form of a **Bank Draft or Certified Cheque**, in the amount of **\$25,000.00**, and made payable to the Vendor, **Rosehaven Homes Limited**. Please ensure that the draft indicates the **lot number on the bottom left corner**.
- ⇒ **All subsequent deposits** (deposits #2, #3 and #4) **must** be in the form of a **personal post-dated cheque**, in the amount of **\$25,000.00** each for deposits #2, #3 and #4 and made payable to the Vendor, **Rosehaven Homes Limited**. Kindly ensure that each cheque is appropriately dated as it corresponds with the required number of days provided for in the payment schedule. Please ensure that the post-dated cheques indicate the **lot number on the bottom left corner**, as well as deposit number.

##### **SINGLE DETACHED**

- ⇒ **First deposit** (deposit #1) **must** be in the form of a **Bank Draft or Certified Cheque**, in the amount of **\$25,000.00**, and made payable to the Vendor, **Rosehaven Homes Limited**. Please ensure that the draft indicates the **lot number on the bottom left corner**.

- ⇒ **All subsequent deposits** (deposits #2, #3, #4 and #5) **must** be in the form of a **personal post-dated cheque**, in the amount of **\$25,000.00** each for deposits #2, #3, #4 and #5, and made payable to the Vendor, **Rosehaven Homes Limited**. Kindly ensure that each cheque is appropriately dated as it corresponds with the required number of days provided for in the payment schedule. Please ensure that the post-dated cheques indicate the **lot number on the bottom left corner**, as well as deposit number.

## 5. FINANCIAL VERIFICATION

Your client will also be required to submit a **mortgage approval letter** within **30 days** of purchase. Please speak to a Sales Representative for a list of requirements.

Thank you for your cooperation,

**THE SIMCOE WOODS SALES TEAM**



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## FOR YOUR CLIENTS: LIMITED TIME PROMOTION

YOUR CHOICE OF:

**SINGLE DETACHED**

**\$10,000\* OFF THE LISTED PRICE**

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OR  
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**\$15,000\* IN DÉCOR UPGARDES**

To be used at Stage 2 Décor Appointment

**FREEHOLD TOWNHOMES**

**\$5,000\* OFF THE LISTED PRICE**

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OR  
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**5-PIECE APPLIANCE PACKAGE**

**PLUS...**

**CAPPED DEVELOPMENT CHARGES**

Capped at \$15,000

This is a limited time offer and may be revoked at any time.  
\*No Substitutions and No Cash Value. The Promotional upgrade bonus is inclusive of HST, E. & O.E.





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### FOR YOU:

A FLAT FEE COMMISSION OF

**\$20,000.00\***

FOR THE SALE OF EACH **FREEHOLD TOWNHOME**

- OR -

A FLAT FEE COMMISSION OF

**\$30,000.00\***

FOR THE SALE OF EACH **SINGLE DETACHED HOME**

50% OF COMMISSION PAID 30 DAYS AFTER FIRM DEAL FROM ROSEHAVEN HOMES \*NO CLAWBACK CLAUSE\*. REMAINDER OF 50% COMMISSION PAID BY ROSEHAVEN HOMES 30 DAYS FOLLOWING SUCCESSFUL CLOSING. BROKER TO COLLECT CHEQUES FROM ROSEHAVEN HOMES HEAD OFFICE.

- PLUS -

**FIRST 10 DEALS ONLY...**

RECEIVE AN ADDITIONAL

**\$2,000**

SIGNING BONUS PER DEAL!

*Payable by four \$500 Visa Gift Cards,  
once the first deposit has cleared.*

\*HST Included in Commission. This is a limited time offer and may be revoked at any time. No substitutions and no cash value. Prices and specifications are subject to change without notice E. & O.E.

