

CUSTOM CONSTRUCTION INSPECTION & DRAW PROCEDURES

The following instructions will apply to the draw procedures from loan closing to the completion of the project.

Borrower and Builder will receive introductory email from Legacy Servicing Department with contact information and Log In instruction to OneSite Portal.

Prior to the Foundation Draw:

Demo/Soft costs and site work can be requested.

Foundation is to be completed. Construction draws will be available after Legacy Group Capital, has been notified by the Borrower or Builder that the foundation is in. The Servicing Department will contact the Title Company for an inspection to verify the foundation is properly located on the property and upon completion will issue a foundation endorsement to Legacy Group.

Interim Construction Draws:

Please request your draw by the 1st of each month. The draw request in OneSite should provide the following:

1. Payment requested by line item
2. Dual Signature is required (Borrower and Builder)
3. Invoice back-up uploaded, if an item can't be verified by the progress inspection (i.e. Architecture invoice)
4. Instructions on how the funds are to be sent
5. Lien Waivers are required from all Sub-Contractors and Suppliers paid, prior to the next draw request being disbursed.
 - Any pre-paid items to your builder may be reimbursed from the first draw
 - IF APPLICABLE, BORROWERS deposited funds will be disbursed first before loan funds are used
 - Any remaining conditions to the loan must be cleared prior to the issuance of the first draw. (i.e. Permit Issued)
 - Funds will be disbursed for work completed only up to the day of the Inspection. Any work completed after the inspection will not be processed.

Draws should be completed within 72 hours from receipt of all required documents. General daily cut off times: 12:00pm for Wires and 2:00pm for ACH payments.

Final Draw Request:

When the home reaches 95% plus completed, the final 5% of the construction costs will be not be disbursed until the Lender receives the following exhibits:

- A. Certificate of Occupancy from the appropriate government inspector (or the final sign off on the permit by the Building Department indicating the home meets all building codes)
- B. Final Lien Waiver to be signed by the builder upon final payment
- C. Final Draw Requested in OneSite
- D. Final Inspection or Appraisal, confirming completion of home
- E. Title Date Down Endorsement ordered by Legacy, confirming clear title
- F. Completion of any remaining "conditions" listed at the time of the original closing. Servicing Department to verify.

*** Note: Please be aware that construction must be 100% complete per the plans and specifications and final documentation as outlined above, must be received by the Servicing Department prior to the expiration date of your loan.

***Going past maturity may result in Extension Fee and additional inspection/draw fees.