

ONLINE ACCESS FOR CLIENTS

Building your new project is an exciting and important endeavor, and our company 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 project.

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

Look at the examples 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 project.



SIMPLE COMMUNICATION FOR EVERYONE

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

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

SELECTIONS AND APPROVALS MADE EASY

SELECTION SHEET

Review what selection choices you have made and see what decisions are coming up next.

Choice	Price (incl. tax)
#1 Clopay Coachman CF23 Sandtone per drawings	\$2,040.00
#2 Clopay Coachman CF23 Sandtone with windows	\$2,720.00

Assigned to [Change Order #1](#) - Awaiting Approval



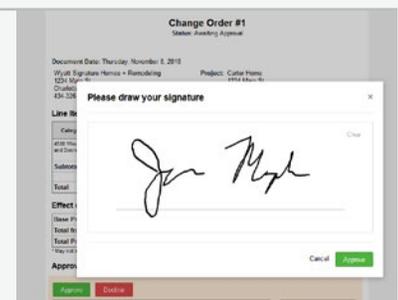
CF23 Sandtone
Kevin Fitzpatrick, 12/26/17, 1:12 PM



CF23 Virtual Look
Kevin Fitzpatrick, 12/26/17, 1:12 PM

ELECTRONIC APPROVALS

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



UP-TO-DATE FINANCIAL TOTAL

Check a running total, in real-time, of the financial decisions you have made on your construction project.

Finances

Base Price	\$765,541.52
Selections	\$0.00
Change Orders	\$4,206.67

A SIMPLE WAY TO ACCESS YOUR INFORMATION IN ONE PLACE..

You have access to the following areas and more.

The **SELECTION SHEET** shows real-time info and prominently marks upcoming selections to keep everyone on schedule.

4570 Garage Doors - Manufacture
Requested by Drywall (Est. Wednesday, Aug 1)

Specification Information
Clopay Gallery Series Double Layer Ins
Single Car Door: 9' X 8'.
Double Car Door: 18' X 8'.

Client Information
See CHI Doors: <http://www.chiold.com>
<http://www.clopaydoor.com> for ideas.

Choice

#1 Clopay Coachman CF23 Sandt

Finances

Base Price	\$765,541.52
Selections	\$0.00
Change Orders	\$4,206.67
Total Price	\$769,748.19
Invoiced	\$102,451.34
Payments	\$18,128.00
Amount Due	\$84,323.34

The **EXPENSES PAGE** automatically shows how selection choices and change orders affect the final project price.

Question	Answer
Jane Maples, 5/15/2018, 8:59 PM Will the basement use cinderblock or poured concrete?	Kevin Fitzpatrick, 5/16/2018, 10:35 AM We will use poured walls.
Jane Maples, 5/17/2018, 10:59 AM How many recessed lights are included in the base price?	This question has not been answered yet.

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

Accept Not Warranty

I have some water leaking out from under the basement.

It looks like it's coming out of the pump running.

Entered by Jane Maples, 12/26/2017

Water leak in basemen



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.

MILESTONES

UNDERSTAND THE NEXT STEPS

Every construction project 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.

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 project. 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.

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 project.

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.

COMMENTS, PHOTOS, AND FILES

STOP JUMBLED E-MAILS

As construction 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 mis-understandings. You and your builder can also attach photos and files.

WARRANTY LIST

EASILY TRACK LOOSE ENDS

Once your project 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.