Beazer Showing Time Summary

Section I:

ShowingTime Appointment Center			
Allow Appt. Center to Take Appts?	• Yes O No	Allow Showing Agents to Request Appts Online?	• Yes O No

Section II:



Section III:

Contacts:

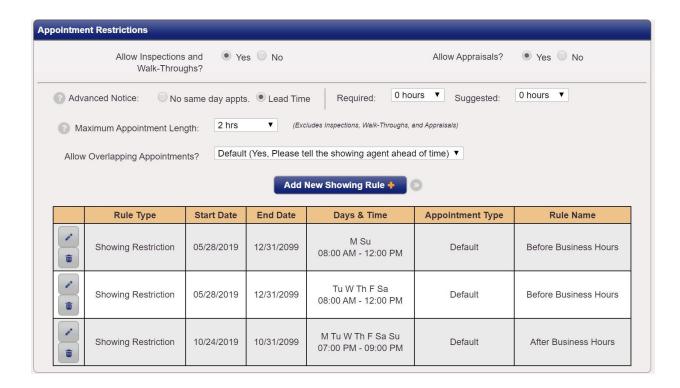
Lance Loken (automatically populates and cannot be removed): Make sure nothing is checked next to his name (no text, no email, no call)

Sales Office: please check to make sure the sales office name matches that of the community that the home is in and that the phone number matches that on Division Roster. There may also be different sales office phone numbers for the same community (I.e. Amira 45' or Amira 50'), Trello card for individual homes will tell you which homes should have which sales office number.

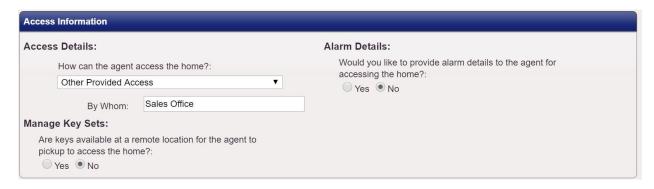
Sales Counselor Email: Email notifications checked.

Manager Email: Randy Wallace for Amira, Bonbrook Lakes and Bridgeland. Benita Vasquez for Bluewater Lakes, Morgan's Landing and Southwinds. Nicole Ferrata for Harmony, Lantana, Young Ranch. Email notifications checked.

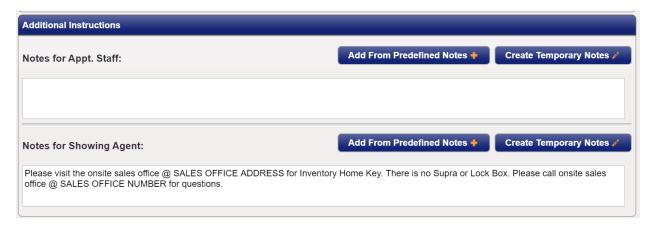
Section IV:



Section V:



Section VI:



Ensure that the correct sales office address and phone number is in the Notes for Showing Agent section. This can be found on the Division Roster.

Section VII:

Driving Directions	
Directions:	

The instructions will autopopulate here, just ensure that the model address is in this section and matches that of the Division Roster.

Keep in mind that once the showing instructions are completed and correct for one home in a community, it can be easily copied over to the other homes in that same community however it will have to be considered if the home is in community with multiple sales office numbers.