

IMPORTANT ITEMS ON THE DRAW REQUEST FORM TO BE AWARE OF...



BANKING INFORMATION

Please ensure you provide all the needed bank information so we can make sure you receive your payments promptly.



HOLD BACK FOR INSPECTION

We hold back 10% on all renovations and repair draws. The 10% is payable after a final inspection of the work completed is conducted.

WANT 24/7 UPDATES

- Visit www.atlantadhd.com
- Hover on Partner Portal in the main menu then click on "Partner Registration"
- Fill out the form and set your Partner Portal Login

DRAW REQUEST POLICY

The following are key draw requirements:

- Draws are due Friday by 5pm EST.
- Draws are paid the following Friday
- Every draw must have:
 - Notarized Lien Waiver
 - Detailed Invoice
 - Video

The full Draw Request Policy is available at www.atlantadhd.com/drawrequests



NEED HELP?

If you need any help, just let us know. We are always here to help!

ATLANTA DISCOUNT HOME DEALS

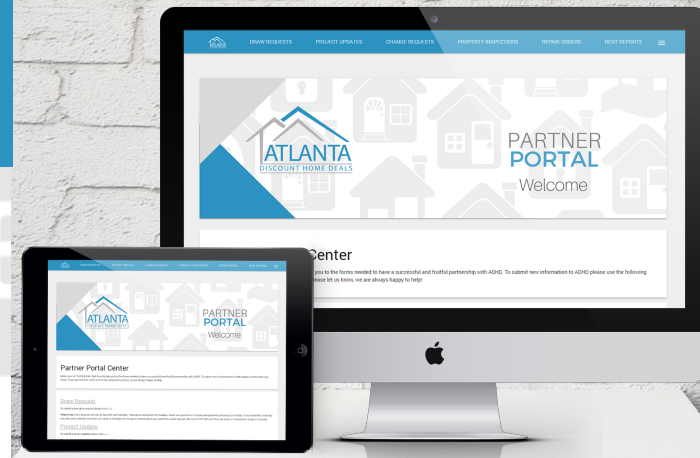
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HOW TO

Create a Draw Request Video

1



Start video by recording walking into the property and showing the house number and outside of the house.

4



Living Room, Dining Room, Bedroom
Tips - Make sure you show floor to ceiling walls, floors, windows opening, lights working etc.

2



Kitchen Tips - Make sure you show the full kitchen layout. This includes opening, closing cabinets, water, fridge etc.

5



Landscaping Tips - Make sure you zoom in on edging and details.
Before and after videos are required.

3



Bathroom Tips - Make sure you show the full bathroom including walls, floor, turning water sources on, flushing toilet, cabinets etc.

6



Legal Requirements - Make sure you show video of CO2 and fire alarms, electrical box with approval sticker, tags on plumbing etc.

DRAW REQUEST VIDEO REQUIREMENTS

Draw Request videos must meet the ADHD Draw Request Video Requirements to be considered as a valid video submission.

The following are the basic requirements for Draw Request Videos:

- All videos must show the physical address of the property. You should always start your video off as walking into the property that shows the house number etc.
- All videos must show working systems. This includes electrical and water systems. Turn on the water in the bath tub, sink etc.
- All videos must show all work completed that you are requesting payment for. If the video does not show the full work (ie. video shows half the kitchen etc, your draw will not be paid in full or it may be declined.
- All videos must clearly show top to ceiling work and not partial views.