

becoming a member



LONG LIVE HAPPY HOMES®

what you will need before getting started:

General business details, Federal Tax ID #, owner information, last 3 years of volume, credit card for application fee

getting started:

1. From the main Builder Portal website (www.2-10.com/builder), select the “START MY ONLINE APPLICATION” button.
2. Click the “GET STARTED NOW” button.
 - ➔ The application wizard will walk you through the seven easy-to-use steps.
 - Select the “NEXT” button after fully completing each step.
 - If you need to go back to a previous step, simply select the appropriate step on the right hand side.
 - Only select the “CANCEL” button, if you want to terminate the application process altogether.

application steps:

1. What type of warranty are you applying for?
 - a. Select New Home, Home Improvement (remodeling) or Both.
 - b. Click the “NEXT: HOW MUCH DO YOU BUILD?” button.
2. How Much Do You Build?
 - a. Enter the last three years of volume, average sales price and expected future volume.
 - b. Click the “NEXT: WHAT IS YOUR COMPANY?” button.
3. What is Your Company?
 - a. Enter your general business information; all fields MUST be filled out.
 - b. Click the “NEXT: WHO OWNS YOUR COMPANY?” button.
4. Who Owns Your Company?
 - a. If requested, select Individual or Corporation
 - b. Enter all information.
 - c. Click the “SAVE OWNER” button. You will have the opportunity to add additional owners if necessary.
 - i. **NOTE:** Make sure to add all owners that have more than a 10% interest in the company
 - ii. Use the “ADD ANOTHER OWNER” button to add more than one owner.
 - d. Click the “NEXT: WHERE DO YOU BUILD?” button.
5. Where Do You Build?
 - a. Enter all the building departments that you intend to build in.
 - b. Enter your GL insurance carrier and expiration date.
 - c. Click the “NEXT: AGREEMENTS” button.
6. Read and Acknowledge
 - a. Read through the Agreements, and check that you agree to the terms and conditions.
 - i. **NOTE:** Depending on your location, you will have more than one agreement to read and acknowledge.
 - ii. **NOTE:** By clicking the “I agree” check box, you are agreeing that you read and will abide by the requirements within the document.

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- b. Providing your name, driver's license # or last four digits of your social security number will validate your signature to the agreed upon documents.
 - c. *Optional* Click the "Review Summary" link to verify that all information is correct.
 - i. Use the "Edit" link under each section to make any changes.
 - ii. Click the "RETURN: AGREEMENTS" button.
 - d. Click the "CONTINUE" button.
- 7.** Payment – Application Fee
- a. If you have a Promotion Code, enter the code and hit "Apply."
 - b. Provide credit card details.
 - c. Click the "SUBMIT" button.
- ➔ Your application is complete. 2-10 HBW will review your application and update you with a status shortly.