



# 2020 FINAL CHECKLIST NEW HOMES

## **PLEASE REMEMBER TO DO THE FOLLOWING:**

- Verify spelling of your name – IMPORTANT! – and include your license number
- List all applicable designations
- Sign application (Recipient and Broker)
- Include a check payable to HRRA for the application fee
- Attach Property Data Form to application
- Email current photo to [COE@HRRA.com](mailto:COE@HRRA.com) by January 29, 2021
- Check if there is an additional plaque to be ordered and/or delivery fee & include amount in check

**DEADLINE FOR APPLICATIONS IS 5 P.M. MONDAY, JANUARY 11, 2021.**