

## **Contract Requirements For Sale Of Retail Homes From Place Of Business**

- a)** the date on which the contract was entered into,
- b)** the name and address of the seller and the buyer,
- c)** the total amount payable by the buyer and the conditions of payment,
- d)** a detailed description of the home, materials, appliances or fixtures to be supplied,
- e)** If the buyer is required to provide a deposit, the amount of the deposit and the terms respecting what it is to be used for and the circumstances in which it is to be returned to the buyer,
- f)** the delivery date,
- g)** the completion date, if applicable
- h)** the year of manufacture of the home,
- i)** the name of the home's manufacturer, and
- j)** the home's serial number and its CSA label number

A person who is engaged in the retail home sales business and who enters into a retail home sales contract with a buyer must provide a copy of the signed contract to the buyer

- I. On or before the date that the work under the contract begins, or
  - II. Within 10 days after the buyer signs the contract,
- whichever occurs first.

**SEE SAMPLE CONTRACT ATTACHED**

**CONTRACT FOR THE SALE FROM PLACE OF BUSINESS**

b) { **COMPANY LEGAL NAME**  
**O/A COMPANY TRADE NAME**  
 Company Address  
 Anywhere AB Postal Code  
 Phone No: (###) ###-#### Fax No: (###) ###-####

b) { Customer's Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ } f)  
 Customer's Address: \_\_\_\_\_ Delivery Date: \_\_\_\_\_ } g)  
 h) { Year Manufacturer of Home: \_\_\_\_\_ CSA Label #: \_\_\_\_\_ }  
 i) { Name of Manufacturer: \_\_\_\_\_ Serial #: \_\_\_\_\_ } j)

**Description and Costs**

Detailed description of home, materials, appliances or fixtures to be supplied (d)		Subtotal \$ _____ } c) GST \$ _____ } & e) Total \$ _____ } Deposit \$ _____ } Balance \$ _____ }
Terms of Payment and Terms of Deposit: _____ } c) & d)		

a) { Date Contract Entered Into: \_\_\_\_\_

Customer's Signature: \_\_\_\_\_

Seller's Signature: \_\_\_\_\_

**Copy of signed contract must be provided to the buyer on or before the date that the work under the contract begins OR within 10 days after the buyer signs the contract, whichever comes first.**

The sample contract attached above shows what a form of contract may resemble if it has all the elements of the checklist. This sample is not provided for use as a contract or form of contract. This sample contract, any comments on your form of contract, or the issuance of a licence are not substitutes for legal advice. Applicants and licensees are advised to consult a lawyer to ensure that their contracts comply with all applicable legislation, including all sections of the Fair Trading Act, and are suitable for their business needs.