



Speak with one of our
Community Account Managers
800-955-0021

ORDERING YOUR HOME

The Home Ordering Process

Once you have researched your market and determined the right price point and home for your community, you can move forward with ordering a home from a manufactured home building facility.

1. Determine the right home based on factors such as size, home placement, wind zone factor, etc.
2. Contact the manufactured home building facility and work with them to determine the right home.
3. Get set up with the facility to become one of their home retailers. You will have to supply a copy of your manufactured home retailer's license issued by the state (if applicable in your state).
4. Once you have decided on a home, request a home quote from the sales representative. The quote shows the home price and typically includes estimated freight to cover shipping from the facility to your community.
5. The quote should reflect your retailer entity as the company purchasing the home and should indicate the correct community location where the home will be shipped once it comes offline.
6. The operator should sign the quote and return it to the facility – this indicates authorization to 21st Mortgage that the operator has approved the quote. Please ensure that whomever signs the quote is authorized to order homes. You can complete a Home Order Authorized Signer form with 21st Mortgage to grant other personnel in your organization the ability to approve home orders.
7. The facility will submit the signed order to 21st Mortgage by emailing it to cashprogram@21stmortgage.com. Once received, 21st will review the quote.
8. Your Community Account Manager will contact you with questions regarding the quote and may inquire to determine if you are ordering the home to sell or rent.
9. If approved, 21st will issue an approval number and email that to both the facility and the operator to give the “Ok” to start production of the home.
10. Once the home is built, the facility will ship the home to the community and send the final invoice and Manufacturer's Statement of Origin (MSO) to 21st Mortgage.

Have Questions?

Have questions about the information listed above? Please reach out to one of our Community Account Managers (CAMs) or you can call 800-955-0021 Ext 2932 for Ext 2933.



 800-955-0021

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