

# Evaluation and Negotiation Guidelines

## Evaluation results and negotiation

### Evaluation Results Email will include

- Copy of the Evaluation Report
- List of Repairs and Additional Inspections (if applicable) that Divvy will request the Seller to Address
- Cost Estimates for these Repairs
- List of minor and cosmetic repairs that will be accepted as-is for our customer's knowledge

### Inspection Negotiation - Divvy Responsibilities

- Deliver inspection results and repair requests within a timely manner

### Negotiation - Agent Responsibilities

- **Keep all communication within the "Evaluation Report" email thread**
- Deliver Seller repair response to Divvy in organized summary: total credit and / or specific repairs offered
- Share repair amendments and negotiation responses with Listing Agent in a timely manner
- Prepare extension in advance of the inspection period deadline if agreement has not been reached - protect Divvy's Earnest Deposit  
*NOTE: Divvy Contract Stipulations extend deadlines that fall on a Weekend or a Holiday to the following business day.*
- Submit the final signed repair amendment via your Divvy Portal prior to end of Inspection Period!
- In the event of termination, submit termination & mutual release of earnest funds to Seller prior to end of inspection period. Offer can be cancelled in customer portal once the Seller signs the mutual release

## Negotiation strategy

- Our priority is to ensure that our customer is moving into a house that is safe and without existing maintenance concerns so that they are set up for success to achieve their goal of homeownership!
- Divvy prioritizes critical and high value (roof, HVAC) repairs, and will work with you and the customer to reach a repair agreement that satisfies all parties
- No Purchase Price reductions!  
Repairs or Closing Credit only

## Evaluation scheduling & completion

- Evaluation Date / Time Confirmation  
Within 3 Business Days of Offer Accepted
- Evaluation Completion  
Within 3 Business Days
- Evaluation Results Shared  
Within 1 Business Day of Evaluation Completion

## Evaluation preparation

Please confirm the following information to Divvy and Evaluator at least 12 hours prior to the scheduled evaluation to avoid delays!

- Access Instructions (code, occupied status, etc)
- All Utilities ON, or Evaluation will be Postponed
- Home Fully Complete (new construction)

## Post due diligence

### Final Walk Through

Divvy will ask you to perform final walk through with our customer at least 24 hours prior to closing. Key transfer to occur after closing.

### Seller Repairs

If Seller is completing repairs, Divvy will require documentation (contractor invoice, photo) at least 48 hours in advance of closing to avoid delay.

### Seller Credits

If Seller provides repair credit at closing, Divvy Maintenance will contact customer to coordinate repairs within three weeks of closing at lease start.

## Fastest response time

Respond to the email thread:

[↩ Evaluation Report: \[deal address\]](#)

Or email us at:

[✉ operations@divvyhomes.com](mailto:operations@divvyhomes.com)

Monday – Friday | Saturday  
10am – 7pm EST | 10am – 2pm EST

Closed Sundays & Holidays