

**MADISON**  
GROUP

WELCOME  
HOME

# MADISON GROUP

Congratulations on joining the generations of people who have already made owning a Madison home a proud family tradition. Madison Group looks forward to working together with you in building your new home. This guide was designed to prepare you for your design studio appointment.

Please be sure to review all of the information carefully to ensure that your design appointment will be thorough and complete.

- Prior to Your Appointment
- Studio Policies
- Payment Options
- Kitchen Appliance Information
- Bank Pre-Approval Form
- Design Studio Process
- Map to Madison Group Head Office and Design Studio
- Contact Information (back cover)

This is a very exciting phase in the building process and we look forward to assisting you every step of the way.



# PRIOR TO YOUR APPOINTMENT



Part of the enjoyment of purchasing a new home is selecting the finish materials and colours. Our Design Studio offers a wide range of standard finishes as well as upgrade items that you may wish to add to your home.

A great way to start visualizing your new home is to look through magazines or online resources to get a feel for the colours, features and finishes you would like. Your Design Studio consultant will be there to guide and assist you in your selections. We appreciate that everyone has their likes and dislikes and your home is often an expression of your own individual taste and style.

Study your floorplan and note the features of each room. Consider the future placement of furniture, electrical and lighting needs. Create a “wish list” of items and send any questions you have to your Design Studio consultant at [DesignStudio@madisongroup.ca](mailto:DesignStudio@madisongroup.ca).

Please review the kitchen appliance information located within this guide. There you will find the standard opening dimensions. Should you require a special opening size, please bring with you the specific dimensions of the appliances you will be purchasing.

If time permits, please visit our Design Studio during browsing hours on Sundays from 11 a.m. to 5 p.m. Please check our website, [MadisonGroup.ca](http://MadisonGroup.ca), to confirm current browsing hours.



# STUDIO POLICIES

- It is very important that you are prompt for your design studio appointment. Each appointment lasts approximately 4 hours and is scheduled Monday to Friday between the hours of 9:00 a.m. and 1 p.m.
- If you have small children, you may wish to make arrangements to leave them with family or friends so that your full attention can be focused on completing your selections.
- Should you wish to purchase upgrades and/or extras, Madison Group requires payment for these items upon finalization of selections at the conclusion of the design studio appointment. Please refer to the payment options set out in this guide for more details.
- Should you fail to attend the scheduled appointment, your colours may be selected for you. Madison Group definitely prefers our purchasers to choose their own interior colours. This will be your home and we want it to reflect your personality.
- Madison Group only schedules one design studio appointment. In the event that pricing is not readily available, the Vendor may schedule a follow up call or appointment. Please note that additional appointments requested by the purchaser may be subject to a fee of \$250
- Any changes and/or cancellations after the finalization of the colour selections will be permitted at the sole discretion of the Vendor. If a change or cancellation is permitted, an administration fee of \$500 plus HST will be applicable per change or cancellation, for each trade affected.
- Should a selection become unavailable due to discontinuation, the purchaser shall be given the opportunity to make an alternate selection from the available samples of equal or better value. A re-selection must be made within the notice period provided by Madison Group. In the event, a re-selection is not made within the stipulated period, Madison Group may make a selection on behalf of the purchaser in accordance with the terms of the agreement of purchase and sale.
- Madison Group reserves the right to correct errors in pricing and calculations. Prices and specifications are subject to change without notice.
- A government-issued, photo identification may be requested to verify identity and confirm contact information.
- Please advise the Vendor of any changes to your name, address, telephone number(s), and email address as soon as possible by emailing [Legal@Madisongroup.ca](mailto:Legal@Madisongroup.ca).

# PAYMENT OPTIONS

## OPTION 1

### Full Payment

- Full payment of all upgrades is due at the conclusion of your appointment.
  - Payment method: Cheque\*, Mastercard, Visa or Debit

## OPTION 2

### Installments

- First Installment: 50% of the total amount owing is due at conclusion of your appointment.
  - Payment method: Cheque\*, Mastercard, Visa or Debit
- Last Installment: Balance of amount owing will be due 30 days later
  - Payment method: Post-dated Cheque\*, Mastercard, Visa or Debit

## OPTION 3

### Amending your Agreement of Purchase and Sale

- Available only for purchases of \$3,000 or more (excluding taxes, builder bonus and/or referral credits)
- A maximum of 75% of your total upgrade purchase may be added to your balance due on closing.

The remaining 25% will be paid as per Options 1 and 2 above, and will be added as a deposit(s) towards your purchase price. An amendment to your agreement of purchase and sale will reflect the addition of the total amount of your upgrades purchased to the purchase price. In order to exercise this option, a bank pre-approval letter will be required indicating that the approval specifically includes the additional purchases or states a maximum pre-approved amount of the mortgage loan. Please check with your mortgage specialist if you are considering adding any upgrades purchased to the balance due on closing to ensure you have the approval prior to your appointment.

*\* All cheques are to be made payable to Madison Liverpool Limited.*

# KITCHEN APPLIANCE INFORMATION

*(This is an information list only. Appliances are not included unless they are a part of your Bonus Package)*

The Vendor's standard kitchen appliance opening dimensions are stated below. For appliances that vary from these standard dimensions, the manufacturer's appliance specifications must be submitted at your design appointment. Specifications must be clear and legible. Any specifications posted on the internet should be confirmed with the manufacturer as they can often be inaccurate.

## Standard Appliance Opening Dimensions

Fridge: **36" wide x 72" high**

Free Standing Stove: **30" wide**

Dishwasher: **24" wide**

Range Hood Vent: **30" with a 6" vent hole**

*\*all dimensions are approximate*

Please advise if you are considering any of the options below:

- Slide in range
- Built in wall oven
- Built in microwave with trim kit
- Over-The-Range Microwave/Venting Units
- Chimney Style Hood Vents
- Decorative door kits – specifications for fridge or dishwasher required

The specification sheet should have the following information:

- Model name and number
- Overall dimensions
- Cutout dimensions
- Exterior dimensions of a microwave trim kit
- Installation Instructions (this will provide all possible measurements)
- Diagram of appliance if possible

# BANK PRE- APPROVAL FOR DESIGN OPTIONS

Date: \_\_\_\_\_

Design Consultant: \_\_\_\_\_

Lot Number: \_\_\_\_\_

Project/Site: \_\_\_\_\_

This letter is to confirm that \_\_\_\_\_ have been pre-approved to purchase \$\_\_\_\_\_ in Design Options in addition to the original purchase price stated on the Agreement of Purchase and Sale.

Bank or Financial Institution: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

\_\_\_\_\_


Name: \_\_\_\_\_

Position: \_\_\_\_\_

**Please bring this completed form to your Design Studio Appointment, if applicable.**

# DESIGN STUDIO PROCESS

## “Choosing Your Finishes”

- 
- Review magazines for ideas to help with your decisions
  - Complete your “wish list” and write down any questions that you will need to ask your Design Consultant prior to your appointment.
  - E-mail [designstudio@madisongroup.ca](mailto:designstudio@madisongroup.ca) with any questions regarding your “wish list”.
  - Design appointments will be booked Monday to Friday between the hours of 9:00am and 1:00pm with each appointment lasting approximately 4 hours.
  - If you wish, speak with your Mortgage Specialist about adding your upgrades to your purchase price/mortgage (approval must be on letterhead and must acknowledge that the mortgage includes the amount of the upgrades).
  - Remember to bring your appliance specifications if you have any special requirements.
  - Select your interior finishes with your Design Consultant during your appointment.
  - Complete your appointment by finalizing and making payment for all your selected upgrades.
  - Please remember to bring your cheque book, credit card (Mastercard or Visa) and/or debit card, as well as valid government-issued ID (driver’s license).




# MADISON GROUP



## HEAD OFFICE / DESIGN STUDIO

369 Rimrock Road, Toronto  
Ontario M3J 3G2

Browsing hours:  
Sunday 11:00 - 5:00 pm

 416.661.4000

 [designstudio@madisongroup.ca](mailto:designstudio@madisongroup.ca)

## DIRECTIONS

Rimrock Road is the second set of lights north of Sheppard Ave. on the west side of Allen Road (McDonald's is located on the northwest corner). The Madison Group building is located at the end of Rimrock Road just before the stop sign.

The Design Studio has a separate entrance and designated guest parking at the rear of the building and can be entered from Whitehorse Road.



All of your inquiries are very important to us, should you have any further questions regarding your Design Appointment, please call: **416-661-4000**

Lisa Vey **ext. 267**  
Nancy Le **ext. 244**  
Betsy Cheng **ext. 266**

**MadisonGroup.ca**

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