



Texas Association of Builders

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TAB Contracts Frequently Asked Questions (FAQ's)

Who can purchase the contracts package? The package is only available for purchase by builder/remodeler members of the Texas Association of Builders.

Can I preview the contracts? Link to the [2021-23 TAB Contracts Table of Contents.pdf](#).

How do I purchase the package? Click to the [contracts page](#) and read the usage disclaimer. Click on the link that says "Click here to Purchase." You will be asked to Create a New Account if you have already not done so or Log In using your username and password you have created. After logging in you may Add to Cart the available TAB packages and proceed to View Cart. After payment is confirmed, you will have immediate access to the contracts in the Digital Download section of your Info Hub.

Every time you need to access the package, just visit our website and log back into your Info Hub. The full list of contracts is in both Microsoft Word and fillable PDF versions. As long as your membership remains active, you will be allowed to access the contracts page for the cycle (Sept. 1, 2021 until Aug. 31, 2023.)

How do I find out my username/password? [Click here](#) and enter your first, last and email address (these must match the information recorded in your membership). After confirming your information, a verification email will be sent to you to set up your secure username and password. If you have any issues, please contact TAB at (512) 476-6346.

How do I download and save the documents? To download the files, simply click on the document, wait for it to load, and select "save as" from the file menu. **Save it to a selected location on your computer.** Once saved, you may begin filling it out. **If you do not save the document to your computer BEFORE you begin filling it out, you will LOSE all data.**

In order to use the PDF documents, you will need to have the latest version of the [free Adobe Acrobat Reader Software](#) installed on your computer. If you do not already have it installed, link to the Adobe website to download Adobe Acrobat Reader. (Please note that if you are trying to use an older version, it may not allow you to save the PDF documents correctly.)

It is the recommendation of the Contracts Council and Bush Rudnicki Shelton, P.C., to return to the Info Hub and download the documents as you need them, to ensure you have the most current copy. A zip file of all the documents is not permitted.

If there is an update or revision to a TAB contract, will a purchaser be notified? If an additional document(s) is added to the set of contracts or a major revision made, yes, purchaser will be notified via email. The email will include information on the new document or reversion and instruction on how to access it.

I can't access the package. What do I do? If you have already paid for the package and are having trouble accessing it, first log out of your Info Hub and then back in. If the Contracts Package is still not in the Digital Download section, contact TAB at (512) 476-6346.

Is anyone available for questions about the contracts? Support and information are available from the following:

Texas Association of Builders

(512) 476-6346

Info@TexasBuilders.org

Bush Rudnicki Shelton, P.C.

(817) 274-5992

www.BRSTexas.com