

Contingency Dates FAQ

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Contingency Dates holds the contract deadlines a deal runs on, and your office picks which of them appear. Answers to the common questions about renaming the built-in fields, adding your own, reminders, and where these dates turn up.

Can I rename the built-in contingency date fields to match what our contracts call them?

No. The built-in names are fixed. A custom date field is the way to get the wording you want: you name it yourself, it sits on every transaction, and it does the same work the built-in dates do. Offices that need Buyer Investigation rather than Inspection build it that way.

Our contract has deadlines your list doesn't. Can I add my own?

Yes, as custom date fields. A master admin creates each one from your admin settings and names it whatever your office says out loud. There's a cap per account, so check the built-in list first and spend the slots on what nobody prebuilt. See Custom Fields.

Does anyone get an email when a contingency date comes up?

No. A date sitting in a field doesn't notify anybody. Reminders come from checklist tasks. Mirror the deadline as a task and set it to come due off that date, and it lands in the daily task reminder email and on the Tasks page like the rest of the work.

Why don't contingency dates show on the Tasks page or sync to a calendar?

Because only tasks with due dates go there. Transaction dates are a record on the deal, not an item of work, so they stay on the transaction. The task you count off the date is the part that travels to your Tasks page and your calendar.

Who turns contingency date fields on?

A master admin, from your company settings. Each field is a checkbox, and switching one on adds it to every transaction in the account from that point. See Optional Fields.

Do contingency dates come down in the transaction spreadsheet?

Yes. Every date field you've turned on gets its own column in a downloaded Transaction Spreadsheet, alongside the rest of the transaction's details. They also print on coversheets and work as autofill tags in your documents and messages.

Learn More

Put your contract's deadlines on the deal itself. The Contingency Dates section holds the earnest money, inspection, loan approval, appraisal, and option period dates your file runs on.

See [Contingency Dates](#)
