

## HELPFUL INFORMATION FOR OFFER SUBMISSION

### Title Information:

The seller has chosen Preserve Title and title has already been run on this property. Buyer may elect to use a different title company, but will be responsible for the cost of the title policy. Preserve Title will pick up the contract and earnest money check from your office and will also close the transaction at your office or location of your choosing in the local area. Here is the contact information:

Preserve Title – Balarie Ramirez  
19310 Stone Oak Parkway  
San Antonio, TX 78258  
[bramirez@preservetitle.com](mailto:bramirez@preservetitle.com)  
830-305-5042

\*\*Due to the rapid increase of email fraud with the wired funds, Kuper Sotheby's is requesting that the client contact information be left blank on the contract. The client contact information can be provided directly to the title company.

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Kuper Sotheby's International Realty	579589
Janet Smalley	0538543
Carolyn Rhodes (supervisor)	579589

764 W. San Antonio Street  
New Braunfels, TX 78130  
[Janet@NBLiving.com](mailto:Janet@NBLiving.com)

**OPTION PERIOD/REPAIRS:** Please set realistic expectations with your clients on repairs before submitting offer as the owners will only be addressing MAJOR repairs (foundation, active termites, HVAC, roof, plumbing, & electrical). This property has been priced according to its current condition, age of roof/HVAC, etc. If negotiations are entered into during the option period, it will likely be for a lump sum of money in lieu of any and all repairs. This is to protect all parties and allows the buyer to choose the contractor of their choice to ensure the quality of work they expect (with exception to loan requirements obviously).

**HOA DOCUMENTS** – Please allow **at least 20 days** for HOA docs to be delivered.

### **FORMS NEEDED WITH SUBMISSION:**

Preapproval Letter from Lender  
Sellers Disclosure signed and initialed by buyer on each page  
KSIR Buyer Notification (Kuper form uploaded in MLS) signed & initialed by buyer

### **AS NEEDED:**

Information About Septic - signed and initialed by buyer on each page  
Lead Based Paint Addendum – will be uploaded in MLS with seller signature. Please complete, sign, and mark appropriate boxes.  
Information About Survey (if existing survey is provided)

Thank you! I am looking forward to working with you! Janet Smalley