OFFER INSTRUCTIONS

Our Seller's Name:
Minimum 1% Earnest Money preferred/Minimum $200 option fee preferred for 7-10 day option
Seller has Survey & T47:   __YES   __NO   (If not, Survey to be paid for by Buyer)

Please contact office/Agent for Title Company Instructions

Any Other offer instructions:

Agent Contact Information

Team Leader

Deborah Bly – 281-782-5313
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Debra Dunn - 832-367-5050
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Please CC-email all offers and communication to
Team@AgentBly.com

Documents to Include

Contract	Seller's Disclosure (If Applicable)
IABS	HOA (If Applicable)
Third Party Financing (If Applicable)	MUD (If Applicable)
Pre-Approval Letter/Proof of Funds	Lead Based Paint (If Applicable)

Exclusions/ Special Notes:
1. All _Listing Agent_ Required Signature forms to be sent for signing as _Deborah Bly by (Agent)_.

Mandatory Rules to follow when signing as Company, Executor, or Legal Entity.(example LLC)

Rule #1: Companies cannot sign for themselves.
Signatures must include the following: (Name of signer) (business title)   (Full legal company name)
                           EX: Ima B Bucks, member, Million Dollar Mansions, LLC
Rule #2: Initials should match the name of the individual signing, NOT the company
Using above example, the initials would be IBB
Rule #3: All required signatures must be included to bind an agreement.
If the company papers state that all members must sign for a document to be legally binding, then ALL members must sign and initial the contract before it can be executed