

COMPASS

Instructions *for* Submitting Offers

- Offers must include Approval Letter from Lender with interest rate and verified income/assets. (Lender contact information must be presented on the letterhead or within a signature on the document)
- No More than 17 days on the Third Party Financing Addendum, less if closing within 30 days. Earnest money and option money MUST be in certified funds.
- Buyer must sign all addenda and notices from MLS (Seller's disclosure, HOA, MUD, etc.) or offer will not be accepted.
- Option fee is 1% of Earnest Money. Option period max is 10 days (please reference Agent Remarks for amount). Option check must be delivered to our office and not the Title Company.
- If option check is not received within 72 hours, no valid option period per Paragraph 23 of the Contract.

Please open title with: Capital Title / Brent Mahlmann, escrow officer
2415 Town Center, Suite 100
Sugarland, TX 77478
Phone: (281) 903-7908
Email: bmahlmann@ctot.com

PLEASE EMAIL ALL OFFERS TO: ryan.adams@compass and copy offers@theryanadamsgroup.com with the subject line "Offer", then property address.

Feel free to reach out to us if you have any questions! Thank you and good luck!