



INSTRUCTIONS FOR SUBMITTING AN OFFER

1. All offers must include a **pre-approval letter** stating that all documents have been verified. If using a VA loan, the lender must include a **verification of VA qualifications**.
2. Send all offers to jennifer.larsen@compass.com. **Deliver the earnest money and option fee** to the title company below.
3. Title Company Information – If Seller pays for the title policy, Seller prefers:
Frontier Title Company - 713.893.0553
12850 Memorial Drive, Suite 1145
Houston, TX 77024
Escrow Officer: Shea Angelle
sangelle@frontiertitletexas.com

BRPS Title – 281.810.3363
4400 Post Oak Pkwy
Houston, TX 77027
Holly Russell
holly.russell@brpstitle.com
4. Page 9 Info:
Associate's Name: Jennifer Larsen License # 562946
Email: jennifer.larsen@compass.com Phone: 713.724.2844
Licensed Supervisor: Rich Guderyon
Supervisor's License # 479973
Supervisor's Address: 12525 Memorial Dr, Suite 350 Houston, TX 77024

ONE TO FOUR FAMILY RESIDENTIAL CONTRACT

1. Section 5 – EARNEST MONEY: 1% of the sales price
2. Section 6C – SURVEY: If survey is not uploaded online under docs in MLS, then Buyer must purchase **a new survey at Buyers expense, box 2**.
3. Section 23 – TERMINATION OPTION FEE: **MINIMUM AMOUNT \$250 FOR 10 DAYS**
4. THIRD PARTY FINANCING ADDENDUM – If Buyer cannot obtain credit approval, Buyer may give written notice to Seller within **no more than 21 days** after the effective date of the contract.

PLEASE NOTE THAT ALL INSPECTIONS ARE NOT ALLOWED UNTIL OPTION FEE HAS BEEN DELIVERED. ALL PROPERTIES REQUIRE AN APPOINTMENT PRIOR TO INSPECTING.