



Offer Checklist

Thank you for showing the home and preparing a contract!

- Submit all offers in PDF form
- Email all offers to: offers@eliterealestatetx.com
- Include a recent Pre-Approval or Proof of Funds - Lender contact information must be presented on the letterhead or within a signature on the document.
- Use the documents provided on the Listing (HOA, MUD, Seller's Disclosure) when submitting your offer. If not used, your offer will not be accepted.
- Title: please put TBD. If your offer is accepted we will let you know which title company to fill in.
- 20-25 days on the Third Party Financing Addendum. Please fill in all applicable information.
- Earnest money and option money must be delivered to the title company within 3 days.
- Option Period for 5-7 days at \$300-\$400. If option check is not received within 72 hours, no valid option period per Paragraph 23 of the contract.
- Negotiations on contracts will be Monday-Saturday.

We will confirm receipt of all offers via email.
All offers must be sent to offers@eliterealestatetx.com

We look forward to working with you and your client.
-Elite Real Estate Group