



GARY GREENE

OFFER INSTRUCTIONS

Email complete offer package to: purak.parmar@garygreene.com

Thank you for your interest in my listing. Please review these instructions with your buyers and please be sure to include the following with the offer. Please check the MLS sheet for any exclusions.

- 1) One to Four Family TAR Residential Contract.
- 2) Third Party Financing Addendum (if applicable)
- 3) Water District Notice (if applicable)
- 4) Addendum for Homeowners Association (if applicable)
- 5) Sellers Disclosure Initialed, signed by buyers. Check docs in MLS for Sellers Disclosure
- 6) **Lead Based Paint Disclosure (if applicable)**
- 7) Lender Approval or Pre-Qualification letter or Proof of Funds with a cash offer. The lender letter must show a mailing address, email address, and phone number for the lender.
- 8) Paragraph 5: 1% to Title Company– Please call for preferred Title Company if seller to pay
- 9) Please ensure the following information is correct on page 9 of the form:

BROKER INFORMATION (Print name(s) only. Do not sign)			
Other Broker Firm		License No.	
represents		<input type="checkbox"/> Buyer only as Buyer's agent	
		<input type="checkbox"/> Seller as Listing Broker's subagent	
Associate's Name		License No.	
Associate's Email Address		Phone	
Licensed Supervisor of Associate		License No.	
Other Broker's Address		Phone	
City	State	Zip	
Listing Broker Firm		License No.	
represents		<input type="checkbox"/> Seller and Buyer as an intermediary	
		<input checked="" type="checkbox"/> Seller only as Seller's agent	
Listing Associate's Name		License No.	
Listing Associate's Email Address		Phone	
Licensed Supervisor of Listing Associate		License No.	
Listing Broker's Office Address		Phone	
City	State	Zip	
Selling Associate's Name		License No.	