



**TURNER MANGUM**  
real estate

## Offer Submission Guide

1. Complete contract offer signed by buyer(s) with all fields complete. Mark N/A or NONE on blank items with applicable Addendums, Notices and Disclosures.

- a. Third Party Financing Addendum
- b. Addendum for Property Subject to Mandatory Membership in a Property Owners Association (provided in MLS)
- c. Non Realty Items Addendum / Exclusions
- d. Sellers Disclosure (provided in MLS)
- e. Notice to a Purchaser of Real Property in a Water District (provided in MLS)
- f. Disclosure with Residential Service Company (Provided in MLS)

2. Seller: Robin Nolen

3. Complete page 9 of contract with the following Broker/Agent information:

Broker: Turner Mangum, LLC	License 9003578
Listing Associate: Carolyn Cooley	License 0563544
Carolyn@turnermangum.com.	Phone: (281) 300-6694
Supervisor: Donna Mangum.	License 562852
Listing Broker's Office:	
Address:	15010 F.M. 2100
	Suite 112
	Crosby, TX 77532
Phone:	(281) 462-4092

4. If Seller is paying Title please ask for preferred

5. Earnest Money to be delivered to Title

6. Contact Agent on where to deliver Option Fee (if applicable)

7. Submit pre-approval letter or proof of funds with offer

\* Submit offers to : Carolyn@turnermangum.com with address in subject line

All questions and inquiries please reach out to:

Carolyn Cooley  
(281) 300-6694  
Carolyn@turnermangum.com

Heather Jimenez  
(832) 459-9691  
Heather@turnermangum.com