

Thank you for your client's interest in this home. ***The seller desires simplicity, clean terms and as stress-free a transaction as possible.***

Please use the following guidelines to submit your offer:

- **Submit the offer to [houoffers@orchard.com](mailto:houoffers@orchard.com)**
  - Submit in one complete **PDF form** with all applicable disclosures attached
  - Do not share DocuSign Packets, Transaction Desk or Dotloops
  - Use TREC or TAR promulgated contract forms, if possible
  - All agent & firm information should be completely filled out to include:
    - Orchard Brokerage, LLC,
      - License # 9006545
      - 3300 N Interstate 35 Suite 700, Austin, TX 78705
    - Office Supervisor: Elaine Reynolds - license # 655224
  - You will receive confirmation that Orchard is in receipt of your offer within 24 hours
  - Multiple offer deadlines will be updated in the Private Remarks in MLS
  - Buyer letters to the seller will not be taken into consideration with any offers. Please do not submit.
- **Option Period:**
  - Max of 7 calendar days is preferred
  - End date should fall on a weekday at 5pm
- **Financing and Appraisal Contingency:**
  - No longer than 21 days
- **Proof of Funds / Pre-approval letter:**
  - Offer must be accompanied by one of the above
  - Should include name(s), contact information for lender (e-mail & phone)
- **Closing:**
  - Within 30 days is preferred
- **Offers over list price:**
  - Include an Appraisal Waiver/Addendum indicating buyer is responsible for the difference in the event of an appraisal discrepancy
  - Include proof of funds for this difference

Additional Details and Information:

- ALL showings, inspections and appraisals will be scheduled through ShowingTime
- Seller strongly prefers concessions in lieu of repair requests
- If the legal owner is Orchard Property, LLC, and you are using FHA financing, the property may be subject to the 90-day FHA flip rule.