



RHONDA MONTEVERDE  
REALTOR®

# PURCHASE OFFER INSTRUCTIONS

Please review with all buyers and provide the following:

- Conditional Approval letter or "Proof of Funds" letter for a cash offer.
- Seller's Disclosure Notice signed by buyers (online)
- One to Four Family Residential Contract
- Third Party Financing Addendum (if applicable)
- Non-Realty Items Addendum (if applicable)
- MUD Disclosure is online (if applicable)

Please see the following for One To Four Contract:

- Please check MLS for any exclusions
- My license #: 682935
- My email: rhonda.montaverde@garygreene.com
- Broker: BHGRE Gary Greene, License #475512
- Supervisor: Judy La Fico, License #424369
- Address: 12850 Memorial Drive, Suite 1155, Houston, TX 77024
- Paragraph 21: Contact agent for seller's contact information

## **Title Company Information:**

Contact agent for title company information

Thank you for your interest in my listing.

If you have any questions, please don't hesitate to call.