

READ ME

INFORMATION TO SUBMIT THE OFFER:

6322 Box Bluff Ct. Sugar Land, TX 77479

Seller: Sirva Relocation LLC

Title Company:

Stewart Title Company
14100 Southwest Freeway, Suite 200
Sugar Land, YX 77478

WHAT TO INCLUDE WITH THE OFFER DOCS

The following items must be provided with the offer:

- Copy of earnest money check with proof of deposit and funds availability
- Offer supporting docs included in the MLS
- Include the *Addendum Concerning Right to Terminate due Lender's Appraisal* if offer is over listing price (see notes below).
- SIRVA package, all pages initialized and buyer signatures
- Pre-approval letter from the buyer's lender stating that income, assets, and credit have been verified; or Proof of funds sufficient for cash purchases.

PROVISIONS

The following verbiage needs to be included in the 1-4 Residential Contract:

- (a) Contingent upon SIRVA Relocation LLC being able to deliver good and marketable title to the property.
- (b) Contingent upon the Buyer signing SIRVA Relocation LLC's Rider to Sales Agreement, addenda, and releases ("Addenda"). All SIRVA Addenda to be made part of and attached to this Agreement upon signature of buyer.

Please note that no offer shall be considered complete without all SIRVA Addenda properly executed and attached.

SIRVA RIDER TO SALES AGREEMENT

Fill in pages 1-3, 8, initial all pages.

The following attachments were provided to the buyer's agent for execution and inclusion with the offer. Buyer needs to initial them as received in Page 2 & 3:

1. Disclosure Statement completed by previous record owner (SIRVA Relocation form)
2. Disclosure Statement completed by previous record owner (Local/State form)
3. Disclosure Statement prepared by Seller (Local/State form)
4. Notice of Affiliated Business Arrangements
5. Indoor Air Quality Disclaimer
6. General Home Inspection Report

7. Termite/pest Inspection Report
8. SIRVA Privacy Policy
9. Other: **[Include here manually & initial]**
Closing Agent Selection Agreement
Buyer Information Form

SURVEY

SIRVA will not certify the survey and they will not pay for a new one, this must be a buyer's expense.

OFFERS OVER LIST PRICE

Buyers need to include the Addendum Concerning Right to Terminate due Lender's Appraisal.

1. Remove appraisal contingency above list (*main preference*) OR
2. Bring additional cash to close to bridge the gap & choose the right option (*lower preference*)

POF "Proof of Funds"

If the offer is cash, the below is required from the buyers/buyer's agent.

1. Financial Institution Statement with balance dated within two days of the offer
 2. Letter of verification of funds from the financial institution (on their letterhead)
- The letter from the financial institution stating or confirming the funds are there and available. This would be in a letter format from their banker or financial guy.

PROCESS

All purchasers should know that all final agreements must be reviewed, accepted, and executed by SIRVA.

Copy of Earnest Money Check with the offer and proof of escrow deposit within 24 hours of contract execution

Once an offer has been verbally accepted, please allow up to 3 business days for SIRVA to review the final offer and execute, this will be expedited if all offer documents are included.

Listing agent & brokerage Information

Ana Peternell, #0681721

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