

LISTING OFFER INSTRUCTIONS

Thank you for preparing an offer on our listing. We believe you will find this document helpful in preparing the contract and addenda. If you have any questions, please call or email:

Shirlene McNeil at 832-643-0866 or smcneil@kw.com

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TITLE/CONTRACT INFORMATION

Keller Williams Realty-Memorial 9000862

Listing Broker Firm License No.

Represent Seller and Buyer as Intermediary

Seller only as a Seller's agent

Shirlene McNeil 661238

Listing Associate's Name License No.

smcneil@kw.com 832-643-0866

Listing Associate's Email Cell No.

Mitch Rainey 601107

Licensed Supervisor of Sales Agents

1220 Augusta Dr. Suite 300 713-461-9393

Houston, TX 77057

Listing Broker's Office Address Phone

Special Instructions

All offers must be accompanied by a Pre-Approval Letter or Proof of Funds

Title Company

If Seller pays, please contact listing agent

Option Fee

\$25 per day. Deliver Option Fee to title

Earnest Money

At least 1% of the contract sales price

Survey

Please check #2 (Buyer will purchase) under Survey section

HOA Addendum (if applicable)

Must be included with the offer

Sending your offer:

Email offers to: smcneil@kw.com

Please Do Not send links