

## **Offer Submission Checklist**

- Minimum of 1% Earnest Money. Maximum 7 day option
- Title opened and completed at Capital Title
  - o 3375 University Dr E. Bryan, TX 77802
  - Escrow Officer: Erin Jenkins
  - In person, mail out, or remote closing options available
- Review MLS attachments for disclosures needed to include with offer
- Provide a current preapproval letter and/or proof of funds.
- Brokerage info for contract
  - o Coleman & Patterson: David Coleman #530027
  - Listing agent: Amanda Stephenson #765825
  - Listing agent Email: <u>amandaS13@colemanandpatterson.com</u>
  - Phone #: 361-739-3511
  - o Office Address: 1101 University Dr Suite 104; College Station, TX 77840
- Submit all offers to:
  - AmandaS13@colemanandpatterson.com & Bret@colemanandpatterson.com

To expediate your review, please make sure all documents and necessary addenda are included in submission. Please cc Bret Richards on all email communication.