



# Offer Instructions

Thank you for submitting an offer on our listing! Below you will find some helpful information for completing your contract.

**Please submit all offers to: [Gail@GoCain.com](mailto:Gail@GoCain.com)**

## Title/Contract Information: Other Information:

All offers **MUST** be accompanied by proof of funds or lender approval letter.

### Title Company

Please contact listing agent for specific branch location and escrow officer contact information.

### Earnest Money & Option Fee

To be delivered to title company

### Earnest Money

Please ensure that earnest money is 1% of the contract sale price.

### Property Survey

Please check #2 (Buyer will purchase) under the survey section. If the seller has a survey, we will provide it along with the T47 Affidavit.

### HOA Addendum

If applicable, the HOA addendum **MUST** be provided by the buyer's agent; as it is an extension of the contract.

**\*Please send any other MLS attachments that require a signature.**

Keller Williams Advantage Realty	0476640
Listing Broker Firm	License No.

represents  Seller and Buyer as an intermediary  
 Seller only as Seller's agent

Gail Cain	0396571
Listing Associate's Name	License No.

<a href="mailto:gail@gocain.com">gail@gocain.com</a>	832-754-6200
Listing Associate's Email Address	Phone

Matt West	0502655
Licensed Supervisor of Listing Associate	License No.

2200 N. FM 3083 Rd. W.	936-525-3251
Listing Broker's Office Address	Phone

Conroe, TX 77304		
City	State	Zip

### Sending Your Contract:

When emailing your contract, please place the property address in the subject line for a quicker response and text (832) 754-6200 to confirm receipt.

**Please submit all offers to:  
[Gail@GoCain.com](mailto:Gail@GoCain.com)**

### Please copy on ALL correspondence

Sherrie Cain, Office Manager

**[Sherrie@GoCain.com](mailto:Sherrie@GoCain.com)** (832) 707-9356