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# Expediting Texas Contracts (Amended/BVO Third Party)

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File # 3464799

Property Address: **The contract must reflect the property address as shown below**  
11280 Beauvoir Ln  
Lumberton, Texas 77657  
United States Of America

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## Closing Office

Cartus has ordered preliminary title and deed preparation from our local escrow/title agent. This agent will also facilitate the closing process once a sale is procured.

Office Name: Texas American Title Company  
Contact Name:  
Phone: (713) 244-2870  
Email:

## Texas Contract Nuances and Helpful Information

*Thank you for reviewing the information below. Please share with the Selling Agent **prior** to submitting the contract and associated documents. Submission of fully negotiated, complete contracts with all required documents will expedite execution by Cartus.*

- **Title Company:** *If listing OR selling broker is BHG Gary Greene, paragraph 6A must reflect Gibraltar Title)*
- **Title Policy Standard Printed Exception:** Contract paragraph 6 A (8): must read:
  - i: will not be amended OR
  - ii: will be amended at the expense of the Buyer
- **Survey:** Contract paragraph 6C Option 2 must be selected. Cartus is a non-occupant owner with no knowledge of the property. Cartus cannot sign the T47 Affidavit or provide an existing survey
- **Possession:** Contract paragraph 10A possession is always given at closing and funding
- **Option Period:** Contract paragraph 5B: Cartus does not agree to an Option Period and does not collect an Option Fee
- **ERC Texas Relocation Addendum**
  - Please be sure to use the current Cartus version only (Cartus version identified by Section O, Special Provisions)
  - Page 2, G2: *Both repair caps should read \$0.00.* This allows the full ability to negotiate. (**Not acceptable:** n/a or blank) **\*If you are using the 9/2018 or later version of this Relo Addendum, it is OK to leave the lines blank as the form now defaults to \$0.00, if left blank\***

## Important Reminders

- Read and review the contract and addenda in their entirety.
- Review all contract terms with the Customer.
- Contract is negotiated verbally only; Customer cannot sign any contract/sale documents.
- Complete both pages 1 and 2 of the Agent Contract Tool and submit with the contract.
- Submitted contract must be fully negotiated: price, concessions, repair caps, personal property, closing date, and all contingencies.
- All incentives offered in the listing/MLS and are part of the sale must be written into the sales contract (agent incentives, home warranty, buyer closing costs, etc.)
- If the contract is contingent on the closing of the Buyer's home or any other property, it must be written in as a contingency to the contract, including the date of that closing. Note: Buyer's home must be under contract with a scheduled closing date.

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- Expired contracts cannot be accepted; expiration must be at least 5 days from the date the contract is submitted to Cartus. We will be working to sign the contract as quickly as possible; please set the proper expectations with the Buyer(s).
  - Closings cannot take place on weekends or holidays.
  - Cartus must give possession at closing; no early occupancy or rent back agreements are permitted.
  - All addenda made part of the contract must be included with the contract.
  - If the sale is dual agency, any required Dual Agency Disclosures must be sent in with the contract and signed when the contract is executed by Cartus.