



**Offer Submission Instructions for:
[Property Address]**

Please submit your offer with the following:

1. Pre-Approval Letter from the Lender or Proof of Funds
2. All attached addenda and notices in MLS duly initialed/signed by the buyer
3. Earnest and Option Monies must be in certified funds and be delivered to Title Company - Escrow Officer: [Name of Escrow Officer]
Title Company: [Name Title Company]
Email: [Email address of Escrow Officer]
Phone Number: [Title Company Phone Number]
Fax: [Title Company Fax Number]
Address: [Title Company Address]
4. A maximum Option Period of 7 days and at least \$ 150.00 as Option Fee
5. A maximum of 21 days for buyer approval on the Third-Party Financing Addendum

*All offers must be sent to **Jerome Pemberton Jr** (jerome@plan2buyahome.com), copy **Christianna Velazquez** (christiannavelazquez@gmail.com) as the Transaction Coordinator and **Mark Villanueva** (coordinator@zerodown.house) as the support throughout the process.*

Listing Broker Information

- a. Listing Broker Firm and License: **Around Town Properties Inc | 9010116**
- b. Listing Broker Address and Phone Number: **20333 TX 249 Chasewood Suite 200, Houston, TX 77070 | (320)291-1542**
- c. Listing Associate and License: **Jerome Pemberton Jr | 0602722**
- d. Listing Associate Contact Information: **jerome@plan2buyahome.com | (281) 220-9960**
- e. Listing Associate's Supervisor and License: **Elier Figueroa | 0628614**
- f. Listing Associate's Supervisor Contact Information: **elier@houstonnewhometeam.com | (713) 815-1900**