

Thank you for your client's interest in this home. ***The seller desires simplicity, clean terms and as stress-free a transaction as possible.*** Please use the following guidelines to submit your offer:

- **Submit the offer directly to the listing agent**
 - Submit in one complete **PDF form** with all applicable disclosures attached
 - Do not share DocuSign Packets, Transaction Desk or Dotloops
 - Use TREC or TAR promulgated contract forms, if possible
 - All agent & firm information should be completely filled out to include:
 - Orchard Brokerage, LLC,
 - License # 9006545
 - 3300 N Interstate 35 Suite 700, Austin, TX 78705
 - Office Supervisor: Jeremiah Jackson - License # 683966
 - Reach out to the listing agent for details regarding multiple offer deadlines
 - Buyer "love" letters should not be included with your client's offer. They could violate fair housing laws so please do not submit them.
- **Buyer Agency Compensation Addendum**
 - Please review the offer of compensation in the MLS (if available) and ensure your offer includes a signed version of the Buyer Agency Compensation Addendum available in the listing documents in the MLS.
- **Option Period:**
 - Max of 7 calendar days is preferred
 - End date should fall on a weekday at 5pm
- **Financing and Appraisal Contingency:**
 - The shorter the better, but no longer than 21 days is preferred
- **Proof of Funds / Pre-approval letter:**
 - Offer must be accompanied by one of the above
 - Should include name(s), contact information for lender (e-mail & phone)
- **Closing:**
 - Within 30 days if not subject to leaseback

Additional Details and Information:

- ALL showings, inspections and appraisals will be scheduled through ShowingTime
- Concessions in lieu of repair requests are encouraged
- If the legal owner is Orchard Property, LLC, and you are using FHA financing, the property may be subject to the 90-day FHA flip rule.