LAURIE FINKELSTEIN READER TEAM
kw DEDICATED PROFESSIONALS
KELLERWILLIAMS.

OFFER GUIDELINES

The guidelines below must be followed for your offer to be presented to the Seller:

- All offers are to be presented on FAR BAR AS-IS CONTRACT.
- All offers should include the provided MLS attachments SIGNED BY SELLER (if any).
- DEPOSIT:
    - Deposits can indicate the level of interest of a Buyer. Please consider the following when making your offer so your client may have a better opportunity to have your offer accepted.
    - FINANCED OFFERS: Should be a minimum of 5%.
    - CASH OFFERS: Should be a minimum 10%. For Cash offers, deposit may be split in 2 installments, but 1st deposit must be at least 5%.
- TIME FOR ACCEPTANCE:
    - Please allow a MINIMUM OF 48 Business Hours / 2 Business Days for the Seller to review & respond to the offer.
    - Offers will not be processed on a weekend or holiday unless the Seller requests to review and process promptly.
- INSPECTION PERIOD:
    - May not exceed 7 days.
    - Please include the statement below on the AS IS Contract in paragraph 20 ADDITIONAL TERMS:
    - **BUYER AND SELLER AGREE THE INSPECTION PERIOD WILL END/EXPIRE AT 5 PM ON THE LAST DAY OF THE INSPECTION PERIOD.**
- ACCOMPANYING DOCUMENTS:
    - FINANCED OFFERS: Full Lender Desktop Underwriting (DU) report and/or PRE-APPROVAL (PA) letter are required.
    - CASH OFFERS: MUST PROVIDE Proof of Funds (POF).
    - Account numbers may be hidden; however, it MUST have the buyer's full name on DU/POF and the financial institution on POF.
- TO BE A FULLY EXECUTED PURCHASE OFFER:
    - YOU MUST SUBMIT ALL APPLICABLE ADDENDUM(S) IN MLS & REQUIRED FINANCIAL INFORMATION.
    - Incomplete/Incorrect offers INCLUDE the following;
      MISSING: initials, signatures, applicable check boxes, addendums, PA, DU, and/or POF. Offers can only be presented to the Seller when a complete and accurate offer with all documents is submitted.

PLEASE EMAIL COMPLETE OFFER PACKAGE TO:

MNOONAN@LAURIEREADER.COM

954-557-1251