

OFFER GUIDELINES AND INSTRUCTIONS FOR BUYERS AND BUYER AGENTS

Thank you for your interest in this listing. Please follow the guidelines below to ensure proper and timely presentation of your offer.

- ☐ Contract price within parameters of current market conditions. SEND YOUR HIGHEST AND BEST TERMS!
- ☐ Submit a **fully signed** offer, complete with correct data, offer information, and all applicable addenda.
- ☐ Submit complete offers with all required documents. Incomplete submissions may **delay or prevent** presentation to seller. Make sure to include:
 - **pre-approval letter AND**
 - **proof of funds.** If you are including a DU also send a pre-approval letter.
- ☐ Offers to be on **FAR-BAR AS-IS (most current version).**
- ☐ **Escrow Deposit:** minimum 3% of offer price.
- ☐ **Inspection Period:** 7 days or less.
- ☐ **Loan commitment:** 25 days or less.
- ☐ **Time for acceptance:** Please allow enough time for the sellers to review offers. We will get back to you.
- ☐ **Financed offers:** pre-approval letter must indicate that the following has been verified by the lender: income, tax returns, assets, and credit. **Provide Proof of Funds sufficient to cover down payment, closing cost amounts and additional cash if offering over asking price.**
- ☐ **Cash offers:** proof of funds sufficient to cover purchase price **is required** with the offer. Proof of funds must be current and from a US Financial institution (funds must already be in the US).

Please email complete offer package to: PRISCILA.CARVALLO@CBREALTY.COM

AGENT SIGNATURE: _____ DATE: _____

BUYER SIGNATURE: _____ BUYER SIGNATURE: _____