

HOW TO SUBMIT AN OFFER ON THIS HOME

- ☐ Read, initial, and sign the attached Seller's Disclosure and any attachments
- ☐ Provide Mortgage Pre-Approval Letter.
- ☐ Suggested earnest money is 1% of sales price.
PLEASE REFER TO THE MLS PRIVATE REMARKS FOR PREFERRED TITLE COMPANY.
- ☐ All exclusions for this property will be noted in MLS exclusions.
- ☐ Please use the following schedule for the option period.
 - 3 Days – \$150
 - 5 Days – \$250
 - 7 Days – \$400
 - 9 Days – \$500
 - 10 Days - \$600
- ☐ Option periods over 10 days in length will need to be given special consideration and the amount will be negotiated depending on the buyer/seller circumstances. Since the seller is required to take their home “off the market” during the option period, we ask for your understanding as to how this process works.
- ☐ Please schedule inspection at the earliest possible date within the option period. While option days do include the weekends, we find it better to negotiate repairs on weekdays so our clients have the opportunity to contact any contractors they might need for bids. We highly discourage repair amendments to be submitted on the last day of the option period.
- ☐ Unless otherwise instructed, the title company will order a home warranty through Achosa Home Warranty (Amber Martinez - amberm@achosahw.com) and only if a home warranty amount is a part of the final contract.
- ☐ PLEASE send all offers via email to Listings-SATX@WattersInternational.com or Fax: 512-532-9473. Also, please make sure to include listing agent #2 note in MLS on all offer emails.

* Guidelines above are suggestions only and not mandates.

- ☐ **Confirm Contract Receipt on Weekdays: Offers received M-F prior to 4:30 PM will be confirmed via before end of business**
- ☐ **Contracts or Amendments received after 4:30PM will be negotiated the following business day.**
- ☐ **EXCEPTION: Please refer to the MLS Private Remarks and contact the second listing agent for any after 5:00pm and weekend questions.**

EXAMPLE

BROKER INFORMATION
(Print name(s) only. Do not sign)

Other Broker Firm

License No.

represents

☐ Buyer only as Buyer's agent

☐ Seller as Listing Broker's subagent

Listing Broker Firm License No.

represents Seller and Buyer as an intermediary

☒ Seller only as Seller's agent

Listing Agent #2 in MLS

Listing Associate's Name

License No.

Team Name

Listing Associate's Email Address

Phone

Other Broker's Address

City

State

Zip

Listing Broker's Office Address

City

State

Zip

Selling Associate's Name

License No.

Team Name

Selling Associate's Email Address

Phone

EXAMPLE

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Disclosure: Pursuant to a previous, separate agreement, Listing Broker has agreed to pay Other Broker a fee (\$ or % of the Sales Price). This disclosure is for informational purposes and does not change the previous agreement between brokers to pay or share a commission.