



Offer Instructions

Listing Brokerage Information

3Sixty Real Estate Group

LIC - 0509706

Maria Navarro - 0509706

navaroreo@gmail.com

16606 Burr Hill St., San Antonio Texas 78247

(210)781-0651

Thank you for your interest in our listing. Please carefully review the following instructions prior to submitting your offer.

General Information

- Seller MAY be an institutional or investment entity and may require additional time for offer review and acceptance.
- Seller is MAY NOT be required to provide a Seller's Disclosure Notice if exempt under Texas Property Code.
- **NO creative financing, seller financing, assignments, or wholesaling allowed.**
- All information provided is deemed reliable but not guaranteed. Buyer and buyer's agent to independently verify all information.
- **FOR FORECLOSURES BUYER'S AGENT WILL BE RESPONSIBLE TO TURNING ON UTILITIES for inspection purposes**

Offer Submission Requirements

- All offers must be submitted through the designated offer platform (if applicable) or as instructed in MLS agent remarks.
 - Include a **complete contract package**, including:
 - TREC 1-4 Family Residential Contract (or applicable form)
 - Pre-approval letter or Proof of Funds (dated within 30 days)
 - Earnest money (certified funds – cashier's check preferred)
 - All required addenda (HOA, MUD, Seller Addendum, etc.)
 - For entity buyers: Certificate of Formation & Operating Agreement
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Important Offer Guidelines

- Buyer's name must match exactly as it will appear on the contract and title documents.
 - Buyer Agent Compensation **must be included in the contract (Section 12)** and clearly stated.
 - Any request for seller-paid closing costs must be included in the offer submission.
 - Use agent remarks or additional comments section for:
 - Title company - SELLER CHOICE
 - Survey request
 - Home warranty requests
 - Any special terms
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Offer Process & Communication

- If property is listed as **Active**, the seller is still accepting offers.
 - We **do not disclose details of other offers**, including whether multiple offers exist.
 - Please submit your **highest and best offer upfront**.
 - All communication and updates regarding offers will be sent via email or offer platform.
 - Buyer agents are responsible for monitoring all communications and responding promptly to any counteroffers or requests.
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Contract & Closing Details

- Title company:
 - If seller's preferred title company is used, seller may cover portions of title policy (if specified).
 - If buyer selects title company, buyer may be responsible for title costs.
 - Survey and T-47 will be determined after execution.
 - Seller typically **will not pay for survey, HOA fees, or additional buyer-requested items** unless negotiated.
 - No modifications to seller-required addenda will be accepted.
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Additional Terms

- No "love letters" or personal buyer letters will be presented to seller.
- Buyer must sign using legal name.

- If entity: must sign as “[Name], Manager/Member of [Entity Name]”
 - Buyer to verify all measurements, schools, and property details.
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Liability Notice

Some properties may present safety risks due to condition. By entering the property, buyer and agent agree to hold harmless the seller, broker, and affiliated parties from any claims, damages, or injuries.

Final Notes

**** Buyer Responsibility to Turn on Utilities on all Foreclosures ****

All offers are subject to seller approval. Property may be withdrawn, changed, or sold prior to acceptance.