AGENTS OFFERING INSTRUCTIONS

CLOSING TITLE

Key Title Group
1717 North Loop 1604 E
Suite No. 318
San Antonio, Texas 78232
210-858-0688

Escrow Officer: Elsa Avitia Email: Elsa@keytitlegroupsa.com

SUBMITTING OFFER:

Please email offers to labibhashim@kw.com
Please call Labib at 210-250-1991 to let them know the offer is on its way and how it will be sent.

AGENT'S OFFICE INFORMATION

Keller Williams Heritage: License #434367
Labib Hashim: License #714577
Email: labibhashim@kw.com
210-250-1991 Labib (cell)

Garret Brandt: Licensed Supervisor: License: 742614
1717 N Loop 1604 E
San Antonio, TX 78232
210-493-3030

HOW TO SUBMIT AN OFFER

1. You can find the Seller's Disclosure, Survey, any previous inspections if applicable, floor plan, and all related addenda's in associated docs under specialty views on the MLS agent report.
2. Please have your buyers thoroughly read through the offering contract, addendum and disclosures and afterwards initial and sign where needed. Please double check to verify all initials and signatures have been done.
3. Suggested earnest money is 1% of sales price.
4. Please send buyers mortgage pre-approval letter along with offer.
5. Submit all offers! I want to work with you and will present all offers. Any offer received after 6pm will be presented the following day unless it is a national holiday.
6. **OPTION PERIOD**: Please note and remind your buyers that we are only looking for MAJOR items noted on the inspection report. We have strategically priced the home based on its current condition. Please do not consider the option period as a second form of negotiation.

Thank you and I look forward to working together.