



INSTRUCTIONS FOR SUBMITTING AN OFFER

Please use this information to complete the Broker Information page of the contract.

Listing Agent's Contact Information: Peter Gomez (683851)

Team Name: Gomez Real Estate Group

E-Mail: peter-gomez@jbgoodwin.com

Cell Phone: 210-867-2210

Licensed Supervisor: Erin Cestero (618467)

Broker ID: 401735

JB Goodwin REALTORS®

607 E Sonterra Suite 108

San Antonio, TX 78258

Office Phone: 210-581-9050

Preferred Title Company: Gladiator Title

T: 210.874.4090

orders@gladiatortitle.com

Additional Instructions:

1. Please find all applicable documentation necessary for submitting an offer in the "Additional Information" section of the MLS listing (i.e. Seller's Disclosure, Survey, On-Site Sewer if applicable.) Please have your clients sign these documents and submit with all offers.
2. If New Construction Home, submit offers on New Home Contract.
3. For New Home Contracts:
 - a. 7.D(2)a: Batt, 3.5, 13
 - b. 7.D(2)c: Batt, 8.25, 30
 - c. 7.H(1-8) please check off option "seller is not aware" unless noted in MLS agent remarks
4. My clients prefer a 1% earnest money deposit.
5. Send the buyer's mortgage pre-approval letter or, for cash closings, provide a current proof of funds statement along with all offers.
6. Please e-mail offers to peter-gomez@jbgoodwin.com and CC judy-gomez@jbgoodwin.com, we work together as a team. Call or text, to let me know an offer is being submitted.
7. Deliver Earnest & Option Fee to the Title Company listed above Monday – Friday between 9:00 AM – 5:00 PM or call to make other arrangements. You can make 1 check for both option and earnest money.

Please feel free to contact me with any questions. Thank you and I look forward to working with you.

Sincerely,

Peter Gomez
210-867-2210