



INSTRUCTIONS FOR SUBMITTING OFFERS

Submitting Offers:

Please E-Mail offers to Gina.Candelario@kupersir.com AND Michael.Berger@kupersir.com.

TEXT Gina at **210.744.8265** AND Michael at **210.827.0964** to let them both know the offer has been sent.

Listing Company Information:

Agent: Gina Candelario – 490714

Manager: Ed Zapata – 561831

Kuper Sotheby's International Realty – 579589

6606 N. New Braunfels

San Antonio, TX 78209

V: 210.744.8265

E: Gina.Candelario@SothebysRealty.com

Closing Company Information:

Chicago Title

Attn: Lexy Lambert

200 Concord Plaza Drive, Suite 750 San Antonio TX 78216

V: 210.901.8112

E: lexy@titleandlaw.com and teamlexy@titleandlaw.com

Side Notes:

1. Ensure name and license info on contract reads Gina Candelario, 490714, but include Michael Berger's contact info underneath on the "Listing Associate's Email/Phone" line. Contact info on contract should read michael.berger@kupersir.com & 210-827-0964
2. Lead-Based Paint is online in the Associated Docs
3. Sellers Disclosure and required Broker Buyer Disclosure are online in the Associated Docs
4. Earnest money should be approximately 1% & option fees should be \$10 per day
5. Please send Buyer's mortgage pre-approval letter along with the offer as this is REQUIRED AS PART OF THE LISTING AGREEMENT BETWEEN SELLER AND LISTING BROKER. If the lender letter is not attached, provide the lender name and number for approval verification as communications between lender and listing agent must occur before a contract will be signed or counter will be submitted.
6. SUBMIT ALL OFFERS to include an offer, needed addendum, and other notices all signed by the buyer.
7. Seller is committed to the title company outlined above – If you want a different title company, ensure the title policy is at BUYERS expense.

We are sincerely looking forward to working with you!