

# OFFER INSTRUCTIONS

**\*\*\*SEND ALL OFFERS TO LISTING AGENT: [Karen.DolezalRealtyGroup@gmail.com](mailto:Karen.DolezalRealtyGroup@gmail.com)**

Completely fill in all information in your offer, use N/A's where applicable and use commas and decimals with dollar values. e.g. \$1,150.00.

Please check the MLS under the document section for additional documents, (i.e., Sellers Disclosure).

**Offer: submit on ONE TO FOUR FAMILY RESIDENTIAL CONTRACT (RESALE)**

**Property Address:** 3502 Rolling Green Ln, Missouri City, TX 77459

**Paragraph 1: PARTIES Sellers:** Paul Carnell, Leigh Carnell

**Paragraph Legal Description:** QUAIL VALLEY THUNDERBIRD W SEC 1, BLOCK 4, LOT 29

## **Paragraph 5**

**5.A.** Alamo Title, Glennie Hefner, Escrow Officer; 2200 Nasa Parkway, #150, Houston, TX 77058; [ghefner@alamotitle.com](mailto:ghefner@alamotitle.com) Office: (281) 488-3950

**5.B.** 7 days

## **Paragraph 6**

**6.A.** Alamo Title

**6.C.** Objections: Residential Use Only; 3 Days

**Paragraph 7.B.(1)** – download from Attachments/Supplements section and have your client(s) submit with offer

**Paragraph 11:** N/A when not applicable (can be used to put Legal Description if necessary)

## **Paragraph 21:**

- Notices complete with Buyer's information & Seller's information (listed above)
- Email copy to Seller's agent at: [karen.dolezalrealtygroup@gmail.com](mailto:karen.dolezalrealtygroup@gmail.com)

## **Paragraph 22:**

Select/add the following attachments (on MLS under documents):

- HOA Addendum
- Lead Based Paint Addendum
- Sellers Addendum
- Third Party Financing Addendum, if financing
- Water Notice

**Seller's email addresses:** [Pjcarnell@gmail.com](mailto:Pjcarnell@gmail.com), [oakleighholdings@gmail.com](mailto:oakleighholdings@gmail.com)

**Paragraph 23:** "Of Choice" for both the Buyer and Seller side

**Page. 10**

**Listing Broker:** eXp Realty, LLC License #603392-BB

**Listing Associate Name & License:** Karen Dolezal, License #662128-SA

**Listing Associate Email:** Karen.DolezalRealtyGroup@gmail.com, phone: (281)382-0451

**Licensed Supervisor Name & License:** Karen E. Richards, License #508111-B

**Address:** 9600 Great Hills Trl, Ste 150w, Austin, TX 78759; phone: (888)519-7431

**Financing Addendum:** no more than 21 days. Day should not fall on a weekend, adjust number of days for financing accordingly.

**Disclosures:** Sellers Disclosure

**Attachments:** Please submit the following with your offer:

- HOA Addendum
- Lead Based Paint Addendum
- Sellers Addendum
- Third Party Financing Addendum, if financing
- Water Notice

**Pre Approval / Proof of funds** - MUST be submitted with offer.