

Offer Instructions

Seller: Debbie Flannery

Survey: If a new one is desired that will be at buyer's expense

Listing Broker: UTR-Texas Realtors- License #532902
Bill Havey – Designated Broker – License #390387
1700 El Camino Real, Suite 107, Houston, TX 77058

Listing Agent: Tracy Powell – 832-928-0911 – Tracy@thegatewayteam.net – License #768262

Preferred Title: Call Agent for preferred title company

Homeowners Association: El Lago HOA- El Lago Committee / 832-864-1200

UTR Agents: Please submit an Intermediary relationship Notice with your offer. Thank you.

Other: Please make sure the following documents are submitted with initial offer:

1. Pre-qualification Letter and/or Proof of Funds Statement
2. Signed Seller Disclosure Notice (MLS Attachments)
3. Complete HOA Addendum
3. Completed Third Party Financing Addendum if applicable.
4. Please include a copy of earnest money check and option check (if option period is requested). Seller min. request \$250 for 5 days. Option Fee, 1% Earnest Money.
5. Do not leave any blanks on the contract, use N/A in lieu of blank lines and paragraphs not used.
6. Please include License # of Brokerage, Broker, Supervisor and List Agent as required.
7. When emailing your contract, please place the property address in the subject line. AND copy Francis Aguillon at francis@thegatewayteam.net

Thank you for your interest!