KELLERWILLIAMS

OFFER INSTRUCTIONS

10317 Briar Forest Dr #2/14

Houston, Texas, 77042

- Ensure all documents are signed and completed entirely before submitting.
- Include a pre-approval letter or proof of funds with the offer.
- If this is a cash offer, please provide proof of funds.

- **Paragraph 1: Tolbert Gurley**
- **Paragraph 5:** Earnest Money: 1% of Sales Price
- **Title Company:** Natasha Langston of Capital Title
- **Email Address:** nlangston@ctot.com
- **Phone Number:** 713.360.5679
- **Address:** 2415 Town Center Drive Ste. 100 Sugarland, Texas 77478
- **Paragraph 6C:** Survey: Buyer to purchase a new survey if required by lender or buyer
  Buyer to pay for the Title Policy
  Property to be marketed subject to existing tenant occupancy.

- **Paragraph 9: Broker Information**
- **Listing Broker:** Keller Williams Houston Central — **Phone Number:** (713) 340-0371
- **Brokerage License:** #9009288
- **Listing Agent Name:** Tiffany Lockett — **Phone Number:** (832) 371-7049
- **Agent License:** #826388
- **Email Address:** lockitrealty@gmail.com
- **Address:** 1201 Fannin St, Suite 350, Houston, TX 77002
- **Licensed Spervisor:** Danielle Durocher — **Phone Number:** (713) 340-0371
- **Agent License:** 602742
- **Email Address:** danielledurocher@kw.com

ALL OFFERS MUST BE SENT TO TIFFANY AND JESSICA FOR A PROMPT RESPONSE AT TIFFLOCKETT@KW.COM AND JESSICA@TEAMCORDOVATRANSACTIONS.COM

ANY ITEMS NOT PERTAINING TO OFFER PLEASE PLACE 'A' ($0) or N/A IF IT DOES NOT APPLY, BLANK FIELDS WILL CAUSE A DELAY!