

Information needed to draft an offer

1. The legal spelling of anyone's name who will be on the contract and/or the loan
2. An email address and phone number for each person
3. Confirmation of the offer price
4. Confirmation of the down payment amount
5. Confirmation of Earnest Money Deposit. Typically 3% of the purchase price
(this is part of the down payment)
6. Length of escrow, typically 30-45 days from the date of accepted offer
7. Loan Pre-Approval letter, if financing the purchase
8. Proof of Funds for down payment and closing costs (bank statement, etc)
9. Confirmation of Contingency Periods, typically as follows:
 - Investigations: 17 days
 - Appraisal: 17 days
 - Loan: 21 days
 - HOA: 17 days if applicable
10. Do you have a property to sell in order to make this purchase?
11. Do you have an Escrow company, Title company, or Natural Hazard Report company that you wish to request?
12. We will request the standard "seller paid" items unless you instruct otherwise
13. Do you wish to request a Home Warranty from the seller?
 - Do you have a company preference?
14. Are there any items that you want included or excluded? (appliances, sheds, etc)

Please call with any questions or to discuss any items