

OFFER INSTRUCTIONS WORKSHEET

*****SUBMIT OFFER AT WWW.MRESOFFER.COM*****

Please ensure that when you submit the offer you upload the following documents:

- This Offer Instruction Sheet
- Earnest Money Check made to: TBD
- State Contract signed by Buyer
- Proof of Funds (CASH OFFERS) Lender Letter on Financed Deals.

This is a lender-owned property and as such, subject to strict compliance of the following instructions:

Please have your buyer(s) initial each item below and sign at the bottom. This Document is for disclosure purpose and not part of the purchase contract.



**Buyers
Initial:**

FULLY EXECUTED CONTRACT: Please note the buyer is not under contract until you have received seller signed contracts and sellers addendum.

PRE-APPROVAL LETTER or POF: (if the buyer is making an all cash offer) must accompany all offers.

APPRAISAL INSPECTION: If Appraiser requires water to be on you must notify the listing office 3 business days prior for utility turn on.

BUYER INSPECTION: Not all sellers will turn on water for buyer inspections. Listing office will assist in utility turn on at sellers discretion. All utility turn on requests require 3 business days prior notice.

MULTIPLE OFFER/ HIGHEST AND BEST: In a multiple offer situation, there will be a MOD form that must be submitted within the due allotted time or your offer will remain as the current offer submitted.

EARNEST MONEY: Certified Funds shall be required after contract execution. For Offer submission please make copy of personal check payable to TBD.

SELLERS CONTRACT NAME: Owner's name shall be reflected as OWNER OF RECORD.

SEC 7.1 EVIDENCE OF TITLE AND ASSOC. DOCS: in the State Contract to Buy and Sell, the seller will not cover the OEC- Owners Extended Coverage. This will be countered out.

HOA: It is the responsibility of the buyer to verify HOA dues and taxes.

CIC DOCS: It is the buyer's responsibility to obtain any CIC docs. Any expense associated with obtaining these docs is also the buyer's responsibility. Seller will not pay for CIC docs- This will always be countered out of your offer.

LENDER FIGURES FOR CLOSING: Lender closing figures are to be sent to the title company 3-5 business days (Not weekends) prior to the scheduled closing time.

BANK OWNED- SOLD AS IS: Property is sold strictly AS-IS, where is. The seller will NOT entertain a request for any type of repairs. As agreed upon in the contract, the buyer may withdraw their offer in the event inspections reveal unsatisfactory conditions.

CARBON MONOXIDE DETECTORS: If not already placed at the property at the time the offer is made, they will be placed in accordance to state statute prior to closing, except for sellers with sovereign immunity. (i.e., HUD)

POSSESSION: Buyer acknowledges that possession will occur upon conveyance of the deed and disbursement of funds. EARLY OCCUPANCY OR CHANGES TO THE PROPERTY IS PROHIBITED.

MEC DATES & DEADLINES: In Colorado Contract to Buy and Sell, Please use the executed MEC Dates and Deadlines.

PROPERTY ADDRESS: _____

Buyer: (PRINT AND SIGN)

Date

Buyer: (PRINT AND SIGN)

Date

Selling Agent (PRINT AND SIGN)

Date