

OFFER COVER SHEET
SEND COMPLETE OFFER TO:
Kione@kgrealty.net
Phone: 951-878-9290
FAX: 951-823-5437



Date Offer Submitted: _____

Agent Name: _____ Company: _____

Agent Phone #: _____ Agent Email: _____

Property Address: _____

Buyer(s) Name _____

Has your client viewed the property? Yes No

Offer Price: \$ _____ Deposit: \$ _____

Closing Cost Credit: \$ _____ Close Date: _____

Financing:

FHA VA Conventional Cash Other: _____

Buyer Type:

Owner Occupant
Investor

Did you send multiple offers out for this buyer for different properties? Yes No

Buyer is a licensed real estate agent in the State of California: Yes No

Buyer is requesting the seller pay for the following:

Termite Clearance (form WPA)
Septic Cert
Home Warranty: \$ _____
HOA doc/transfer fees
Other: _____

Please submit the following items with ALL offers:

RPA-Residential Purchase Contract (and any applicable addendums)
AD-Agency Disclosure
Pre-approval letter with lender's contact information
Proof of funds for down payment or for purchase if all cash offer

Offer is deemed incomplete, if offer isn't submitted with cover letter. You will receive an email confirmation of receipt of your offer when received. You will receive a confirmation between the hours of 8:30AM-5:30PM, Monday-Friday (excluding holidays). Thank you.