

# OFFER INSTRUCTIONS

**IMPORTANT NOTE: YOUR offer Must be completely FILLED OUT or the **Seller will send it back! It's Your Choice!****

- 1) Make sure that your client(s) name is typed correctly on the offer (if not a LLC).
- 2) Name(s) need to be exactly what is typed on their Driver's License.
- 3) Please attach a Current "Approval Letter" with your offer.
- 4) As well as a "Current Bank Statement(s)" for your Buyer(s)
- 5) **PLEASE ADD AN EXTRA 5 DAYS TO YOUR "EXPIRATION OF OFFER" DATE on Paragraph 3, Section B on the RPA – PER SELLER**

## Lender

- 6) Let your Buyer know the Seller requires each offer to be Double App'd through:

**James V. Hecker, Focus Lending**

**Office:** 661-714-2145 - [James@James4Loans.com](mailto:James@James4Loans.com)

CA DRE Salesperson License #00902195 - NMLS #1788/#214601

7)

## Escrow

Wonderland Escrow

Escrow Manager: Shawna Reed

25152 Springfield Court #240,

Santa Clarita, CA 91355

Phone: (661) 310-3630

Email: [SReed@WonderlandEscrow.com](mailto:SReed@WonderlandEscrow.com)

## Title

Lawyers Title

Gina Meza

7530 N. Glenoaks Blvd

Burbank, CA 91504

Cell: 818.252.6017

Email: [tu01@ltic.com](mailto:tu01@ltic.com)

8)

**Type in the Following AGENT INFORMATION on all Disclosures**

## Listing Agent

→ **Jean I. Sehic – DRE# 01749838**

**Cell: (661) 755-2597**

**Email:**

**[TheRealEstateResource@yahoo.com](mailto:TheRealEstateResource@yahoo.com)**

## Listing Office Information

**Century 21 Masters – DRE# 01849354** ←

**NEW ADDRESS:**

**23914 Summerhill Ln**

**Valencia, Ca 91354**

- 9) Type in the Following:

## Home Warranty

**"CRES"/First American Home Warranty**