



THEVANZANTENGROUP

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2104 HARKNESS AVENUE OFFER GUIDELINES FOR SELLING AGENTS

ALL OFFERS SHOULD CONTAIN THE FOLLOWING ELEMENTS (OR YOU WILL RECEIVE A COUNTER OFFER WITH THESE ELEMENTS):

1. **CLOSE OF ESCROW - 3B:** 30 or 45 days; not longer. 30 days is preferable.
2. **INITIAL DEPOSIT AMOUNT - 3D(1):** 3% of purchase price.
3. **VERIFICATION OF DOWN PAYMENT - 3H(2):** Please attach to offer.
4. **VERIFICATION OF LOAN APPLICATION - 3H(3):** Please attach to offer; listing agent will contact loan agent to ascertain buyer has submitted preliminary documentation to loan agent and whether Buyer's credit has been obtained by lender.
5. **APPRAISAL CONTINGENCY - 3L(2):** No appraisal contingency; please check box.
6. **INVESTIGATION OF PROPERTY - L3:** 10 days is preferable.
7. **ESCROW HOLDER - Q7:** E-Escrows Inc of Manhattan Beach. Each party to pay their own fees.
8. **TITLE INSURANCE - Q8:** Lawyer's Title
9. **MB TOILET RETROFIT - 10A:** Seller's will provide \$300 credit through escrow for the upstairs toilet not meeting current standards of 1.28 gallons per flush. Main bedroom bath toilet is brand new and the downstairs toilet are both clearly marked 1.28 gallons per flush. Buyer will assume responsibility and sign city form transferring responsibility to the buyer. No other retrofit will be completed (or credits provided) for the buyer.
10. **RECEIPT FOR DOCUMENTS #1** – Please provide the signed receipt for seller documents with your offer or before you make an offer. This signed document must be provided for your offer to be considered. It is important that you received this list and all documents. Contact Helga Brandt for all documents.

Keep in mind that we will try to maintain a level playing field for all buyers insofar as it is possible. Nevertheless, the Sellers are free to make their own choice based upon what is presented to them. As the agent, I cannot overrule the Sellers. Your best option is to present an amazing offer!

Thank you in advance. We look forward to working with you and your clients!

Kind regards

Jim Van Zanten