

## HOW TO SUBMIT YOUR OFFER

- 1) Register at [www.homebossca.com](http://www.homebossca.com) to place your offer. Registration is quick and easy. After you register, please send us your **pre-approval** by a licensed mortgage lender and **POF (proof of funds)**. Pre-qualification letters will **NOT** be accepted. It must be a **desktop underwritten loan approval** and be emailed to [michael.regala@exprealty.com](mailto:michael.regala@exprealty.com). Your online offers account will be activated after we receive your pre-approval and POF.
- 2) We will have a lender at the open house that can assist you with getting a pre-approved loan so you can submit your offer.
- 3) Once we receive your loan preapproval and POF, your account will be activated Sunday evening after the open house has ended. Only pre-approved buyers can submit their offers on the home.
- 4) Submit your offer at [www.homebossca.com](http://www.homebossca.com). Find the home you want to place your offer on and simply enter your offer. You must **login to submit your offer**. Please remember you must send your pre-approval or proof of funds to [michael.regala@exprealty.com](mailto:michael.regala@exprealty.com) after creating your account. Your account will not be activated until we receive your loan preapproval or POF. *We do not recommend using a mobile phone for placing your offer. For best results, use Google Chrome on your computer.*
- 5) Cut off for submitting your offers **ends on WEDNESDAY, July 27th, at 5:00 pm PST**. If an offer is received within the last 2 minutes, the system will automatically add 5 minutes after the last offer until the final offer has been reached. This means the **online offers can go past 5:00 pm PST**. **If you are submitting an offer from a different time zone than the property, you MUST change the clock on your computer to ensure your offers are submitted in a timely manner.**
- 6) You can see in real time exactly what you need to pay. No more blind highest and best offers. Every offer is transparent. No contract needs to be submitted unless you are notified that your offer has been accepted.
- 7) When the cut off for submitting offers is complete, the offers will be reviewed and presented. **The seller has the right to accept, reject or negotiate any and/or all offers.**
- 8) **A Buyer's Premium** of 6% is added to the winning offer which shall establish the final sales price. When submitting an offer at [www.homebossca.com](http://www.homebossca.com) you will see the **Highest Offer + Buyer's Premium = Final Sales Price**. **The final sales price is the purchase price. The buyer's premium is used to compensate the agents in the transaction.**
- 9) If notified that your offer is accepted, a purchase contract is to be submitted within 24 hours of acceptance. Escrow is to be opened and earnest money sent to title company within 24 hours. And the transaction proceeds the same as any other real estate transaction.
- 10) Please give us a call with any questions. Michael Regala (714) 497-0745

*Thank you and happy bidding!*

### Important Notes to Remember

- To place an offer, your client must **REGISTER** and create an account at [www.homebossca.com](http://www.homebossca.com) and agree to the Terms of Service.
- You can submit your DU Loan Approval or Proof of funds **before 12 o'clock noon** on the day of the cutoff. Please e-mail them to: [michael.regala@exprealty.com](mailto:michael.regala@exprealty.com)
- You must be logged in to submit your offer.
- We strongly encourage you to login to your account prior to the offer deadline on the property to ensure you are comfortable navigating the system. It is important to understand the steps and functionality needed to place an offer.
- Placing an offer is simple. Just make sure you are logged in to your account. If you are not logged in, you will **NOT** be able to submit your offer.
- By creating the account, you agree to accept AND they understand the Terms and Conditions of the online offers platform, [www.homebossca.com](http://www.homebossca.com).
- Property will be available for viewing only on the day(s) of the open house (unless stated otherwise in the MLS)
- Upon notification the seller has accepted your offer, a signed RPA contract prepared by a California licensed agent must be submitted within 24 hours along with the earnest money deposited with an escrow agent.
- Sellers reserve the right to accept, negotiate or reject any and/or all offers, including the highest offer.