Offer Submission Instructions

***---------------------------------------------------------------------------------------***

Thank you for the offer! To respond in the most efficient and timely manner, we ask you to please follow the instructions when submitting an offer.

Please submit your offer along with proof of funds and/or pre-approval letter to [Nicole@SellsTheCoast.com](mailto:Nicole@SellsTheCoast.com) and [Karen@SellsTheCoast.com](mailto:Karen@SellsTheCoast.com) with the Property Address in the subject line. POF should have the Buyer’s name(s), current date and no-account numbers.

Please incorporate the following information:

1. Please submit offer document as separate PDF attachments; do not include links to Zip Files, Google Drives, Dropbox, DocuSign or other file sharing services/applications
   1. Please ensure you are using the revised CAR Form RPA 12/24. Incorporate any applicable supplements (ie CAR Forms MCA, ABD, TA)
2. Please incorporate the following information when filling out the purchase contract:
   1. Seller’s Broker: Pacific Sotheby’s International Realty - DRE # 01767484
   2. Agent: Karen Hickman - DRE #: 01015206; 1111 Prospect Street, La Jolla, CA 92037; 858-229-7773; [Karen@SellsTheCoast.com](mailto:Karen@SellsTheCoast.com)

Thank you and we look forward to working with you!

Karen Hickman and Nicole Runyan

A close up of a logo

Description automatically generated