



**HIGHLAND
PREMIERE**
REAL ESTATE

OFFER GUIDELINES

1128 Palos Verdes Drive West

Palos Verdes Estates, CA 90274

Please email **adam@highlandpremiere.com** and **vbae@highlandpremiere.com** to request an electronic version of the Seller's Disclosure Package for your client's consideration before writing an offer.

- **Please allow up to 3 days for a response.**
- Services: Chicago Title (Tiffanie Misner) | Beverly Hills Escrow (Michelle Kim)
- Reports and disclosures provided in the listing's disclosure packet (per request).
- 3% initial deposit to be wired into escrow within 3 days of accepted offer.
- Inspection contingency to be 7 days or sooner.
- Loan and appraisal contingency, if any, to be 14 days or sooner.
- No blind offers will be accepted.
- No escalation clauses will be considered.
- **Offers MUST include: CAR RPA, pre-approval letter, Proof of Funds, and the provided CAR Receipt for Reports signed by the Buyer(s).**

All offers must be sent in two (2) PDFs, or they will be sent back for correction:

1. Offer (RPA) & Financials in one PDF

2. Receipt For Reports, completed & signed, in a separate PDF

(Buyer letters, if any, to be sent in a completely separate PDF, please.)

Please email offers to:

Adam Kang | adam@highlandpremiere.com

Viviana Bae | vbae@highlandpremiere.com