

Bank Offer Procedure

They DO NOT Accept standard PAR forms.

- ☐ If your clients are purchasing the property as a corporation, please include **all** corporate doc's and they must be signed exactly as they have in the corporate documents.
- ☐ The bank will not accept partial applications. We have to submit all forms in their entirety at one time in order for them to consider your offer.
- ☐ Please include any pre-qualification letters and proof of funds with your application.
- ☐ Submit offers to: kellycentury21keim@gmail.com and c21keim@gmail.com

FORMS REQUIRED

- ☐ Residential Purchase and Sale Agreement - PA (Buyer Pay Title)
- ☐ Addendum B Disclaimer, Disclosure and Indemnity Addendum
- ☐ Notary for Individual Buyer - Addendum B Pg 12 - If Applicable **MUST BE NOTARIZED**
- ☐ Notary for Corporation / LLC - Addendum B Pg 13 - If Applicable **MUST BE NOTARIZED**
- ☐ Disclosure of Information on Lead-Based Paint - If Applicable

The Sale of the Property is made on a "As-Is, Where Is" basis

Escrow is due by 5:00pm the first business day following Seller's execution of the Agreement

Buyer responsible for all Municipal Inspections

PLEASE CONTACT THE OFFICE DIRECTLY WITH ANY QUESTIONS.