

Offer Worksheet

Property

Property Address _____
 City/State/Zip _____

Selling Agent

First name _____
 Last name _____
 Address _____
 City/State/Zip _____
 Phone # _____
 Cell Phone # _____
 Fax # _____
 Email Address _____
 Broker's Name _____
 Broker's Phone # _____

Financing

Type _____
 Contingency Days _____
 Lender _____
 Contact _____
 Phone # _____
 Fax # _____
 Email Address _____

Buyer

First Name _____
 Last Name _____
 Ownership Type _____

Transaction Coordinator

Name _____
 Phone # _____
 Email Address _____

Offer

Sale price _____
 Down payment _____
 Loan Amount _____
 Earnest Money Amount _____
 PCOE _____
 Buyer Costs _____
 Requested Buyer Repairs _____
 Home Warranty _____
 Termite Sec 1 _____
 Other Seller Expenses _____
 Other Expenses _____
 Inspection days _____

Comments