



## OFFER CHECKLIST FORM

Please fully complete this form and attach use it as a cover page for your offer. Offers will not be reviewed until we have received all items below.

**Submit offers via email to: [Offers@ToniPatillo.com](mailto:Offers@ToniPatillo.com)**

Property Address: \_\_\_\_\_ City: \_\_\_\_\_

BuyerName(s): \_\_\_\_\_

Offer Price: \_\_\_\_\_ Amount of Concessions Requested (if any): \_\_\_\_\_

Type of Financing: \_\_\_\_\_ Down Payment: \_\_\_\_\_

Buyer's Agent	Buyer's Lender
Name: _____	Name: _____
Company: _____	Company: _____
Address: _____	Address: _____
Office Phone: _____	Office Phone: _____
Cell Phone: _____	Cell Phone: _____
Fax Number: _____	Fax Number: _____
Email: _____	Email: _____

Agents - Please use the following checklist with your offer to ensure it is processed quickly.	
	Website: <a href="http://www.TPAOffers.com">www.TPAOffers.com</a> was reviewed before writing the offer and all guidelines were followed.
	Please make sure all documents are legible and signed. Offers must be written on the most current CAR residential purchase contract
	Pre-approval letter from lender is attached and dated within past 30 days. (N/A for CASH OFFERS)
	Proof of funds to close is attached. (Most Recent Statements)
	Addendum 1 is attached (Either Cash or Financed) ( <b>Available for download at <a href="http://www.TPAOffers.com">www.TPAOffers.com</a> or included in this package</b> )
	Agent <b>MUST</b> sign the offer and include their license number and the office license number on page 8
	Buyer and buyer's agent understand that the buyer's 3% Deposit will be put into escrow within 3 days acceptance between the buyer and seller.

**FINANCED ADDENDUM**  
**(To Be Used with Offers Using A Loan)**



The following terms and conditions are hereby incorporated in and made a part of the: [X] Residential Purchase Agreement, [ ] Manufactured Home Purchase Agreement, [ ] Business Purchase Agreement, [ ] Residential Lease or Month-to-Month Rental Agreement, [ ] Vacant Land Purchase Agreement, [ ] Residential Income Property Purchase Agreement, [ ] Commercial Property Purchase Agreement, [ ] Other

dated , on property known as

in which is referred to as ("Buyer/Tenant") and is referred to as ("Seller/Landlord").

Buyer understands and agrees to the following:

1. 3A(1)- Initial Deposit: 3% OF THE PURCHASE PRICE TO BE DEPOSITED IN ESCROW WITHIN 3 DAYS OF SELLER ACCEPTANCE.

2. 3J- Listing Terms: Buyer(s) must prequalify for a mortgage loan w/Jason Gill, Home Point Financial - 949-640-3110 or Jgill@homepointfinancial.com

3. Buyer agrees to commence all loan application processing upon Seller Acceptance

4. 7C(1) & 7C(2)- Seller's Choice.

5. Property is sold in it's "AS-IS" condition, with no repairs, credits, warranties, or guarantees

6. Buyer's Inspection Contingency to be removed 7 Days After Date of Acceptance. All remaining contingencies (Loan, Appraisal, Reports/Disclosures, Title) to be removed 14 Days After Date of Acceptance.

7. Broker/Agent does not guarantee accuracy of square footage, lot size, zoning, rent control, permits, use code, schools and/or other information concerning the conditions or features of the property provided by the seller or obtained from public records or other sources.

8. Buyer is advised to independently verify the accuracy of all information and conduct all professional inspections prior to submitting offer.

9. Notice to Buyer to Perform shall be 24 hours.

10. Items in this Addendum will supersede the CAR Residential Purchase Agreement

The foregoing terms and conditions are hereby agreed to, and the undersigned acknowledge receipt of a copy of this document.

Date

Date

Buyer/Tenant

Seller/Landlord

Buyer/Tenant

Seller/Landlord

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Reviewed by Date



ADDENDUM (ADM PAGE 1 OF 1)

**CASH ADDENDUM**  
**(To Be Used with ALL CASH OFFERS)**



The following terms and conditions are hereby incorporated in and made a part of the: [X] Residential Purchase Agreement, [ ] Manufactured Home Purchase Agreement, [ ] Business Purchase Agreement, [ ] Residential Lease or Month-to-Month Rental Agreement, [ ] Vacant Land Purchase Agreement, [ ] Residential Income Property Purchase Agreement, [ ] Commercial Property Purchase Agreement, [ ] Other

dated \_\_\_\_\_, on property known as \_\_\_\_\_,

in which \_\_\_\_\_ is referred to as ("Buyer/Tenant") and \_\_\_\_\_ is referred to as ("Seller/Landlord").

Buyer understands and agrees to the following:

1. 3A(1)- Initial Deposit: 3% OF THE PURCHASE PRICE TO BE DEPOSITED IN ESCROW WITHIN 3 DAYS OF SELLER ACCEPTANCE.

2. 7C(1) & 7C(2)- Seller's Choice.

3. Property is sold in it's "AS-IS" condition, with no repairs, credits, warranties, or guarantees

4. Cash Offers will have No Loan and No Appraisal Contingency. Buyer's Inspection Contingency to be removed 7 Days After Date of Acceptance. If Buyer is waiving Inspections, CAR Buyer's Inspection Waiver (BIW) form must be submitted with Offer. All remaining contingencies (Reports/Disclosures, HOA(if applicable), Title) to be removed 14 Days After Date of Acceptance.

5. Broker/Agent does not guarantee accuracy of square footage, lot size, zoning, rent control, permits, use code, schools and/or other information concerning the conditions or features of the property provided by the seller or obtained from public records or other sources.

6. Buyer is advised to independently verify the accuracy of all information and conduct all professional inspections prior to submitting offer.

7. Notice to Buyer to Perform shall be 24 hours.

8. Items in this Addendum will supersede the CAR Residential Purchase Agreement

The foregoing terms and conditions are hereby agreed to, and the undersigned acknowledge receipt of a copy of this document.

Date \_\_\_\_\_

Date \_\_\_\_\_

Buyer/Tenant \_\_\_\_\_

Seller/Landlord \_\_\_\_\_

Buyer/Tenant \_\_\_\_\_

Seller/Landlord \_\_\_\_\_

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Reviewed by \_\_\_\_\_ Date \_\_\_\_\_



ADDENDUM (ADM PAGE 1 OF 1)

Agent: Phone: Fax: Prepared using zipForm® software
Broker: Toni Patillo & Associates 310 482-2035 310 482-2201

Keller Williams Santa Monica 2701 Ocean Park Blvd #140 Santa Monica, CA 90405