

Premier Valley

P R O P E R T I E S

OFFER INSTRUCTIONS FOR SELLING AGENTS

Please be advised that incomplete offers WILL NOT BE SUBMITTED. Therefore, it is to your benefit to follow the requirements and policies set forth herein.

***All offers must be submitted with a copy of earnest money deposit and proof of funds to close.**

***All offers must be submitted with a loan approval letter from the BUYER'S lender. Prequalification letters are not adequate for the REO Seller.**

***All offers must be submitted by E-Mail, offers faxed or dropped off will NOT be considered.**

1. Please note that REO Sellers have thousands of foreclosures and may not respond in the timelines you are used to in a "normal" transaction type market. **Please be patient** as we are doing our best to process your files as quickly as possible and respond to the changing requirements from the REO Sellers.

2. Please note that REO Sellers will only counter informally until the terms are acceptable to both parties. Only then, will Seller provide a formal written counter addendum. In the meantime, these informal counters will be made to you via email only. **Please be sure you provide a complete and accurate email address to avoid unnecessary delays.**

3. In the event of a multiple offer situation (ie when more than 1 offer is received at the same time), you will be asked to sign a multiple offer disclosure form informing you of same and giving your buyer the opportunity to submit their highest and best offer. Lender is looking at their bottomline net only and not necessarily the highest sales price. This means REO Sellers are looking long and hard at any concessions buyer is requesting including but not limited to closing costs, down payment assistance, repairs (if negotiated prior to signing counter), home warranty and the like. REO Sellers will typically only counter to one offer. It is my office policy to call all agents who submitted complete offers **only** when we have a fully accepted offer. REO Sellers can take from a few minutes to several days before they accept an offer. Each and every property is different as it depends on the REO Sellers' actual investor requirements.

4. Once a buyer gives verbal acceptance of the terms via email, REO Seller will prepare the formal counter addendum to memorialize same. Please be informed this sometimes takes a few days. You will be given specific instructions at that time as how and when to return the formal counter. Please be advised that in most cases buyer will be required to provide a copy of certified funds (ie cashier's check or money order) payable to the Seller's chosen escrow office. Yes, escrow & title are Seller's choice. Please follow your instructions carefully to avoid delays.

5. Please note the name of buyer on the earnest deposit must match name listed on the Buyer line in purchase contract. This is the Seller's requirement.

6. **Please note the majority of REO Seller's allow for 0 inspection days.** The reason is that all negotiations for repairs must be made **prior** to your buyer signing the formal counter. No repairs will be negotiated once the counter is executed. Therefore, have your buyers do their inspections prior to submitting an offer. This will save you and your buyer frustration in the long run. Remember these properties are basically sold "as is", **so you will NOT be able to negotiate any additional repairs after signing the counter.**

7. Please note the formal counter will include the date when buyer must have full unconditional loan approval. Seller strictly adheres to this and all other terms of the counter/contract. Buyer's lender will be required to provide proof of same by the date indicated on the counter.

8. **Commissions: Commissions will be paid on NET sales price less any concessions given to the buyer. This includes any and all future amendments or negotiations that affect the net sales proceeds to the Seller.**

9. Please be informed that REO Sellers are EXEMPT from most disclosures. Please do not send the SBSA, SPQ or any company disclosures, as Seller will NOT sign any of these.

ADDITIONAL IMPORTANT INFORMATION:

ALL TERMS SUBJECT TO CORPORATE FINAL APPROVAL

Complete offer packages may be emailed to: trevor.jones@tjre.com. Sending incomplete offer packages will cause delays in submitting your offer to the REO Seller. **Please be patient, my office will respond to you as quickly as possible. We receive as many as 200 emails everyday. Please DO NOT SEND your documentation in piece mail. This will only delay having your offer submitted to Seller.**

REO Sellers will not issue written rejection to individual offers. Remember REO Sellers will counter to one offer only.

There is a penalty for closing for delays caused by buyer or buyer's lender. These penalties can vary from \$50 to \$200 per day and it will be part of the contract.

Many of our properties will not qualify for FHA/VA financing due to their condition. Please review property condition with your lender before submitting FHA/VA offers.

All contracts are time sensitive, so please be sure to follow instructions given for signing & returning contracts as REO Sellers can and do reject contracts which are not returned in a timely manner.

PLEASE SEE ATTACHED FORM FOR COMPLETING YOUR OFFER.

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trevor.jones@tjre.com

Offer submission will be accepted by E-mail Only

Any questions please call 661-723-5522

PLEASE NOTE INCOMPLETE OFFERS WILL NOT BE SUBMITTED!

******PLEASE SEND BACK ONLY REQUESTED PAGES, NOT THE ENTIRE OFFER******

Y if needed	Description
	Copy of earnest money deposit check (must be legible)
	Proof of liquid funds for down payment
	Financing terms under Paragraph 2C to be completely filled out
	Request for roof cert, septic cert, well cert, repairs & HOA transfer fees etc need to be accompanied by a dollar amount
	Escrow & title is Seller's choice (Otherwise seller will not pay for buyer's title policy/escrow fees)
	Agency Disclosure-
	Preapproval (not a prequalification) from Buyer's lender which contain ALL of the following and must be on Lender's letterhead with all contact info for the lender: *Please provide all lender info, phone, fax & email* *Lender has verified buyer's credit, income, assets, & employment; * Must indicate purchase amount at or above list price; Must indicate terms of the loan Must be current-within 30 days
	Backup pre-qual (please call for more info if this is required)
	Buyers full legal name, address & telephone number-
	Agent's email address, office phone, cell no. & fax no.-Page 8
	Multiple Offer Form
	Remove SBSA, SPQ & any company disclosures, Seller is exempt

Current Property Requirements for FHA

Below are a few examples of repairs which ARE required to be addressed by HUD

- ✓ Inadequate access/egress from bedrooms to exterior of home
- ✓ Leaking or worn out roofs (if 3 or more layers of shingles on leaking or worn out roof, all existing shingles must be removed before re-roofing)
- ✓ Evidence of structural problems (such as foundation damage caused by excessive settlement)
- ✓ Defective paint surfaces both interior/exterior for homes constructed **prior to or in 1978**
- ✓ Unfinished or unprotected wall coverings

Inspection Requirements-FHA no longer mandates automatic inspections for the following items and /or conditions in existing properties

- ✓ Wood Destroying Insects/Organisms unless there is evidence of active infestation
- ✓ Well (individual water system) unless there is evidence of:
 - Corrosion of pipes (plumbing)
 - Areas of intensive agriculture within ¼ mile
 - Coal mining or gas drilling operations within ¼ mile
 - Dump, junkyard, landfill, factory, gas station, or dry cleaning operation within 1/4 mile
 - Unusually objectionable taste, smell or appearance of well water
- ✓ Septic unless there is evidence of system failure
- ✓ Flat and/or unobservable roof

Current Property Requirements for FHA

Below are a few examples of repairs NOT required to be addressed by HUD

- ✓ Appliances - NOT REQUIRED including refrigerator, dishwasher, or stove. However, if stove is gas, hook-up must be addressed and meet local code
- ✓ Cracked or damaged exit doors that are otherwise operable
- ✓ Cracked window glass
- ✓ Defective paint surfaces in homes constructed AFTER 1978
- ✓ Minor plumbing leaks (such as leaky faucets)
- ✓ Defective floor finish or covering (worn through the finish, badly soiled carpeting)
- ✓ Evidence of previous (non-active) Wood Destroying Insect/Organism damage where there is no evidence of unrepaired structural damage
- ✓ Rotten or worn out counter tops
- ✓ Damaged plaster, sheetrock or other wall and ceiling materials in homes constructed AFTER 1978
- ✓ Poor workmanship
- ✓ Trip hazards (cracked or partially heaving sidewalks, poorly installed carpeting)
- ✓ Crawl space with debris and trash
- ✓ Lack of an all weather driveway surface
- ✓ Swimming pools-not required to be filled