



MEMORANDUM OF OFFER TO PURCHASE/SELL

This document sets forth proposed terms to assist in the possible creation of the contract of sale and IS NOT to be construed as legally binding.

BROKER COMPENSATION IS NOT SET BY LAW OR ANY REALTOR® ASSOCIATION OR ONEKEY® MLS AND IS FULLY NEGOTIABLE.

THE RATE OR AMOUNT OF COMMISSION CHARGED FOR THE SALE, LEASE, APPRAISAL OR MANAGEMENT OF REAL ESTATE SHALL BE NEGOTIATED BETWEEN EACH BROKER AND THEIR CLIENT.

Seller

Buyer

Name:

Name 2:

Address:

City, State ZIP:

Broker:

Broker Lic. #

Agent Name:

Agent Lic. #

Email:

Phone:

Attorney:

Email:

Phone:

Property Location: _____

OneKey® MLS #: _____

1. Proposed Closing Date: _____

2. Proposed Financial Terms:

- a) Purchase Price: _____
- b) Seller's Concession (dollar amount): _____
- c) Seller's Payment to Buyer Broker from proceeds (if applicable): \$ _____

- d) **Net to Seller:** _____
e) Down Payment (payable upon execution of contract of sale): _____
f) Mortgage Amount: _____
g) Balance Due at Closing: _____

3. Proposed Contingencies:

- ☐ Financing ☐ Home Inspection
☐ Sale of Other Real Property ☐ Other (Specify): _____

4. Anticipated Financing

- a. Type: _____
b. Lender: _____
c. Length of Proposed Financing Contingency: _____

5. Personal Property:

- a. Personal property proposed to be included in the sale:

_____.

- b. Personal property proposed to be excluded from the sale:

_____.

6. Any costs undertaken by the buyer as a matter of due diligence to be the sole responsibility of the buyer.

7. Other: _____

Signatures for Acknowledgment of Receipt Only:

Seller(s): _____ Date: _____

Purchaser(s): _____ Date: _____