

Memo of Offer to Purchase/Sell

*This document is to facilitate the creation of the contract of sale and **IS NOT** to be construed as legally binding.*

Property Location: _____

Property Tax Grid Number (26 digits): _____ MLS# _____

Property Disclosure Form to be completed and delivered? (Y or N or N/A) **Proposed Closing Date:** _____

Sellers Info

Buyers Info

Name _____
Name2 _____
Address _____
City, St. Zip _____

Att'y Name _____
Att'y Address _____
City, St, Zip _____
Att'y Phone _____
Att'y Fax _____
Email _____

Financial Data:

Total Sales Price: _____
Deposit _____
Payment at Signing of Contract (minus deposit) _____
Mortgage Amount _____
Balance Due at Closing _____

Initial deposit held in escrow by: _____

Mortgage Type: Conventional FHA SONYMA VA Other None

Real Estate Professionals Info

Seller's

Buyer's

Bkr Co. Name _____
Agent's Name _____
Email _____
MLS ID # _____
Broker's Add _____
City, St. Zip _____
Phone _____
Fax _____

Non Real Estate Items Specifically **INCLUDED**: _____

Non Real Estate Items Specifically **NOT INCLUDED**: _____

Contingencies: Engineering Sale of Other Real Property Mortgage Other (Specify) _____

Any costs undertaken by the buyer as a matter of due diligence are the sole responsibility of the buyer.

Acknowledgment of Receipt:

Seller's Signature _____
Date

Buyer's Signature _____
Date

Seller's Signature _____
Date

Buyer's Signature _____
Date