

**74 Chappell Road NW,
Atlanta, GA 30314**

OFFER INSTRUCTIONS

Please send complete offers, including all exhibits, as a single PDF file (no sign invites) to maia.samb@kw.com and operations@puttogo.com.

For any questions, text Maia Samb at **(770) 401-6309**.

1. Include proof of funds or a lender's approval letter with contact information.
2. MUST use the deed in the listing documents for the Legal Description of the property.

Earnest Money (EM): Recommended: 1-2% minimum earnest money, due at the time of the offer or within 72 hours after binding.

EM to be held by Keller Williams Atlanta Perimeter preferably.

Include F510 if EM is held by the closing attorney.

F511 should be executed.

Preferred Closing Attorney:

O'Kelley & Sorohan Attorneys at Law, LLC | (770) 391-0073

Please, include F259 – Buyer's Broker Compensation Agreement Exhibit.

The seller will pay 3% to the buyer's broker for an acceptable offer.

Additional Offer Guidelines:

- Pre-approvals or commitment letters from lenders only are required for financed offers; cash offers must include proof of funds.
- Do not include buyer "love letters" or pictures, as they violate Fair Housing Laws.

Other Helpful Information:

Broker's Address:

Keller Williams Atlanta Perimeter
115 Perimeter Center Place, Suite 100
Atlanta, GA 30346
Phone: (678) 298-1600
Fax: (678) 298-1616
MLS Office Code: KWAP01
Brokerage Firm License: H-44315

Agent Information:

Maia Samb
License #388638
Phone: (770) 401-6309
Email: maia.samb@kw.com
Member of the Atlanta Realtors
Association