



Guidelines for Writing Offers for the Property at:

1064 Sheffield Pl, Glendora, CA 91741

APN: 8625-022-081

Please email offers to: **offers@daveknightrealestate.com** & include all requested forms in ONE PDF.

Document Name to be: **OFFER Buyer's Last Name – Sheffield (1064)**

Offers will be reviewed as received

Seller Name 1: Helen Chin

Seller Name 2: Mike Chin

Listing Agent: David Knight, #01829234

Listing Brokerage: Keller Williams Realty, #01411306

Contact Info: (626) 240-5011, madeline@daveknightrealestate.com, 37 W Sierra Madre Blvd Sierra Madre, CA 91024

Seller Preferred Terms:

- **Earnest Money Deposit:** Minimum 3% by electronic funds transfer
- **Close of Escrow:** 30 days (or quicker if Buyer is able)
- **Escrow:** Madison Avenue Escrow - Morales, each to pay their own fees
- **Title:** Lawyers Title - Cripps
- **NHD Report:** Disclosure Source NHD - Zabrina Carroll
- **Home Warranty:** First American - Sandi Franco
- **Inclusions:** stove, dishwasher, trash compactor, microwave
- **Exclusions:** staging furniture

Please include the following with your offer and submit them together in ONE PDF:

1. Residential Purchase Agreement (RPA) & all attached CAR form advisories & addenda
2. Market Conditions Advisory (MCA)
3. Buyer Homeowners Association Advisory (BHAA)
4. Pre-approval letter, if Buyer is obtaining a loan & Proof of Funds for ALL funds required to close Escrow

Please contact our Listing Team (8:30am-5:00pm) with any questions:

Email listings@daveknightrealestate.com or Text 626-240-5011

Email listings@daveknightrealestate.com to receive an auto response with a link to disclosures & reports.

Neither Seller nor Listing Agents guarantee any facts or figures, including but not limited to permits, school district, rentability, bed/bath count & square footage. Buyer to investigate ALL matters concerning the property to satisfy self & make any offer dependent solely on their own findings.

37 W Sierra Madre Blvd Sierra Madre, CA 91024

Dave Knight DRE# 01829234 - Keller Williams Realty DRE# 01411306