

THE RANDLE TEAM – BROKER INFORMATION & OFFER INSTRUCTIONS

Include the Following with All Offers:

1. Conditional Approval Letter or Proof of Funds for Cash Offers
2. Signed Seller's Disclosure Notice (initialed and signed by buyer)
3. Lead-Based Paint Disclosure (if applicable)
4. Water District Notice (if applicable)
5. HOA Addendum (if applicable)
6. One to Four Family Residential Contract
7. Third Party Financing Addendum (if applicable)
8. Non-Realty Items Addendum (if applicable)
9. Confirm all exclusions noted in the MLS
10. If survey is not attached the buyer must purchase one
11. Complete Page 9 of the Contract using the Broker Information below 

Broker Information (screenshot below)

Use this information to complete Page 9 of the TREC One to Four Family Residential Contract

MOD Realty LLC	9011834	
Listing Broker Firm	License No.	
represents ☐ Seller and Buyer as an intermediary		
☒ Seller only as Seller's agent		
Dionne Randle	0500926	
Listing Associate's Name	License No.	
The Randle Team		
Team Name		
dionne@therandleteam.com	713-259-0523	
Listing Associate's Email Address	Phone	
Dionne Randle	0500926	
Licensed Supervisor of Listing Associate	License No.	
3801 Kirby Dr. Ste 210	713-234-6888	
Listing Broker's Office Address	Phone	
Houston	TX	77098
City	State	Zip

Additional Submission Guidelines:

-  **Email all offers and questions to:** Offers@TheRandleTeam.com
-  If seller is paying for title, **request title company information from the listing agent directly**
-  **If there is a co-listing agent:**
 - They must be **copied on all offers and email communication**
 - They should be the **first point of contact** for all communications