



MEMORANDUM 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.

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:

Agent Name:

Email:

Phone:

Attorney:

Email:

Phone:

Property Location: _____

OneKey® MLS #: _____

1. Proposed Closing Date: _____
2. Property Disclosure Form to be completed and delivered? (☐ Y ☐ N or ☐ N/A)
3. Proposed Terms:
 - a) Purchase Price: _____
 - b) Seller's Concession (dollar amount): _____
 - c) Down Payment (payable upon execution of contract of sale): _____
 - d) Mortgage Amount: _____

- e) Balance Due at Closing: _____
- f) Seller's Payment to Buyer Broker (if applicable): Seller agrees to pay to Buyer's Broker an amount equal to _____% of the sales price or \$ _____ for the sale of the above-described subject property (the "Buyer Broker Payment"), which shall be payable upon closing of the Subject Property.
- g) Contingencies:
- ☐ Financing ☐ Home Inspection
☐ Sale of Other Real Property ☐ Other (Specify):

- h) Financing Type: _____.
- i) Personal Property:
1. The following personal property will be included in the sale:

_____.
2. The following personal property will be excluded from the sale:

_____.
- j) Any costs undertaken by the buyer as a matter of due diligence to be the sole responsibility of the buyer.
- k) Other: _____

Acknowledgment of Receipt:

Seller(s): _____ Date: _____

Purchaser(s): _____ Date: _____