

**\*\*PLEASE READ THIS ENTIRE PAGE!\*\***

**The multiple offer form is attached.** It **MUST** be returned signed even if your client does not choose to change their offer.

**We currently have multiple offers on this property.** Please have your buyers read over the multiple offer procedure form and submit their highest and best offer, in writing, by **5 pm on September 25th, 2009**. It is highly recommended that you do not wait until the last day or last minute to submit offers and/or multiple offer forms. The deadline will remain 5 pm, whether or not the fax machine was busy. You can also email us the documents or hand-deliver them. Freddie Mac is strict on the 5 pm deadline. If it is late, it will not be considered, as stated at the top of the multiple offer form. Please call us or email us to confirm receipt of your offer.

**Please do not ask us for any information on the other offers.** We do not give out this information. Please help your clients determine the offer that is best for them. Please be assured we do NOT give out information on offers we have. It is safe to submit the offer before the last minute, and it is recommended to ensure the deadline is met.

**The seller does not accept escalation addendums.**

Please provide a lender letter or proof of funds dated within the last 30 days. Closing date should be 30 to 45 days out, as it does take us time to get a ratified contract. A closing date in 2 weeks will not give your client an advantage over other offers.

We expect a response from the bank by October 2nd, 2009, but if there are several offers it may be longer.

Please be aware that this is a Freddie Mac property, and if your clients offer is chosen, the seller does require a clear, legible copy of the contract and addendums. If the contract you send is blurry or illegible, you will be asked to resend a new copy. Freddie Mac also requires the Earnest Money Deposit to be in the form of certified funds made out to Prudential Carruthers Realtors if an offer is accepted, however a copy of a personal check will be sufficient to submit with an offer. Please have these ready to be provided to us. Thank you for your help in expediting this process.

Also, please be aware that if your buyer is a Freddie Mac employee or a family member of a Freddie Mac employee or servicer they are not eligible to purchase this home. If the purchaser is related by blood or marriage to the previous owner of the property they are not able to purchase this home.

Thank You.



Asset #: 676571

### MULTIPLE OFFER PROCEDURE FORM

(If you fail to execute and return this document, we will not consider your offer.)

Date: 9/24/09

Property Address: 457 FORTRESS WAY

City/State/Zip: OCOCOQUAN VA 22125

Offeror Name(s): \_\_\_\_\_

Selling Agent & Broker: \_\_\_\_\_

Dear Offeror:  
We are involved in a multiple offer situation on the above referenced property. ALL OFFERS will be considered subject to the following:

1. All offers must be *in writing* - no verbal offers will be accepted.
2. The Listing Agent must receive your written "best" offer no later than 5:00pm (EST) on September 25, 2009 (date). Delivery of such offer may be via facsimile to:

Listing Agent & Broker: Matthew Deaton with Prudential Carruthers Realtors

Telephone Number: 703-383-6132

Facsimile Number: 703-691-7662

3. The Listing Agent will facsimile all "best" offers to Seller's authorized representative no later than close of business the following business day.
4. The following terms and conditions shall be applicable to you and to any offer you wish to submit:
  - a) Seller shall have sole and absolute discretion to accept or reject any offer received. Seller is not required to accept any particular offer, regardless of its terms, and has the absolute right and discretion to reject all offers.
  - b) Subsequent to receipt of offers, Seller shall have the absolute right to deal with any Broker and/or one or more offerors to further negotiate the terms and condition of any offer. In so doing, Seller shall have no obligation to negotiate or communicate with each and every other offeror, or with any offeror.
  - c) Under no circumstances shall verbal communications between an Offeror and Seller or any agent or Broker constitute or create an obligation on the part of Seller to sell a property to anyone under any terms.
  - d) The acceptance of any offer shall be conditioned upon the subsequent execution by the Offeror and Seller of a written contract of sale, including all required addenda and setting forth terms and conditions satisfactory to the Seller. The Seller shall have no obligation to sell the property unless and until such written contract is fully executed.
5. In the event an accepted offer does not result in a closed escrow, Seller reserves the right to re-open negotiations with any offeror and/or Seller may request Listing Agent to solicit new offers.

Please sign below to acknowledge your understanding and acceptance of these terms and procedures and return this form to the Listing Broker no later than the time designated for the transmittal of offers. Failure to transmit such acceptance may prevent your offer from being considered.

#### ACKNOWLEDGED AND AGREED

\_\_\_\_\_  
(Offeror) Date

\_\_\_\_\_  
(Offeror) Date

HomeSteps Address: 5000 Plano Parkway • Carrollton, TX • 75010 • 972-395-4000