



NEAL & NEAL
TEAM

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REALTY

Offer Instructions

Listing Agent

Chris Jacobs, License: 687437
cjacobs@nealteam.com
(210) 323-1660

Listing Questions, contact:

Ashley Gonzalez, Listing Manager
listings@nealteam.com
(726) 245-8941 (direct line)

Contract Questions, contact:

Brenda Marquez, Transaction Coordinator
brenda@nealteam.com
(726) 200-5239 (direct line)

To submit an offer:

Please email all offers to cjacobs@nealteam.com with property address in subject line & contact Listing Agent directly to notify when an offer has been submitted. If you do not receive a response, please contact the Listing Manager. If unable to contact anyone during or after business hours, please leave a message.

- Pre-approval letter is required when submitting all offers. The pre-approval will be verified with the buyer's lender
- On the submitted contract under Broker Information; Associates Name, please complete it in the following format: Chris Jacobs / David Shane Neal License No. 608871
- 1% earnest money is advisable
- Please have your buyers thoroughly read through the offering contract, addendum, and disclosures
- Please initial and sign where needed, double check to verify all initials and signature are complete
- **NOTE: Please send all offers/contractual documents as a single PDF document**

Escrow Officer Information:

Tracy Friedrich
Title Express/La Vernia
tracy@title-express.com
(830) 779-2174

128 Bluebonnet Rd., La Vernia, TX 78121

Information for page nine (9) of the contract:

Listing Broker Firm:
License No.
Licensed Supervisor of Associate:
Licensed Supervisor No.
Listing Broker Address:

eXp Realty, LLC
603392
Karen Richards, Phone: (888) 519-7431
508111
17806 W IH 10, Ste 300
San Antonio, TX 78257

Please do not hesitate to contact us with any questions.
We appreciate your offer and look forward to working with you!