



POWERED BY  
**PLACE**

**kw**INNOVATE  
KELLERWILLIAMS.

## INSTRUCTIONS FOR SUBMITTING AN OFFER

### 1. Agency/Notice Addresses portion of the Offer to Purchase:

- Listing Member Firm Name: Keller Williams Realty
  - Firm License #: C26008
  - Mailing Address: 1001 Military Cutoff Road, Suite 101, Wilmington, NC 28405
  - Co Listing Member/Agent: KBT Realty -Kiernan Shanahan
  - Agent License: 351841
  - Agent Phone: 518-698-2528
  - Agent email: kiernan.shanahan@kbtrealty.com
2. In the event your client's offer is accepted, all correspondence about this listing AND the contract should be made with the co-listing member.
  3. Please include a signed copy of the MOG, RPD, and any other addendums required (i.e. FHA/VA Financing, Contingency Sale, etc.)
  4. Include Pre-qual Letter/Pre-Approval Letter or proof of funds.
  5. Email all offers and questions to the co-listing member found in the MLS.
  6. Please include who you want the selling member to be in the MLS.

\*KBT/KW Innovate does not hold escrow monies\*

If you have any questions, please contact the co-listing member for this property.