

Please coordinate with the selling agent to ensure the following are provided when preparing the Purchase Agreement:

- The Seller is **"BGRS Relocation Inc."**
- Please include the following language in the Contract: **"The BGRS Rider to Purchase Agreement is attached and made a part of this contract."**

The following documents should accompany the offer. To expedite the offer review, please return the documents in the following order.

1. Buyer Offer Information Sheet
2. Pre-approval for the mortgage amount or an amount exceeding the mortgage if applicable. It is simplest for the lender letter to state **"credit, assets, and income have been verified."**
3. Proof of Funds for the cash down payment if necessary.
4. Copy of Earnest money check to be deposited to the title company.
5. Purchase Agreement/Offer binder
6. SIRVA BGRS Rider to Purchase Agreement
7. SIRVA BGRS Rider Addendum with attachments (if applicable)
8. SIRVA BGRS Homeowners Disclosure
9. SIRVA BGRS Lead Based Paint Disclosure
10. Property Inspections (if applicable) – each page must be initialed by the buyer
11. State Required Property Disclosures – fully executed
12. Blank State Required Property Disclosures – fully executed

Please let me know if you have any questions. I look forward to partnering with you to complete the sale of this home.