

Contract Details Form / Letter Of Offer

PURCHASER (S)

Full Name 1 _____

Address _____

Full Name 2 _____

Address _____

Full Name 3 _____

Address _____

Email Address _____

Phone

(H)

(M)

(W)

SOLICITOR (This can be added at a later date if you do not have a solicitor already arranged)

Name _____

Postal Address _____

Email Address _____

Contact Details

Ph

Fax

Mob

I/We wish to make an offer on the following property;**Property Address** _____**Purchase Price** Please be advised that I/We wish to offer : \$ _____ as consideration for the purchase of the above property.**Pest & Building** Pest & Building Inspection _____ Days from contract date**Finance** This contract is subject to the purchaser obtaining finance sufficient to complete the Transaction within _____ Days from contract date.**OR****Cash Contract (no finance required) YES / NO****Deposits** \$ _____ Initial deposit payable upon signed contract

\$ _____ 2nd deposit payable upon finance approval

Settlement Date I/We require _____ Days from Contract Date or Settlement to occur on ___/___/___**Special Conditions:****Purchasers Name:** _____**Purchasers Signature:** _____**Date:** _____

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Notes

PURCHASER/S

- ✓ Enter full name, address & contact details for each purchaser

SOLICITOR

- ✓ Enter name & contact details of your solicitor, conveyancer or your name if you will be acting on behalf of yourself.

PROPERTY ADDRESS

- ✓ Enter the address of the property that you wish to make an offer on or enter into a contract.

PURCHASE PRICE

- ✓ Enter the price you are offering to pay for the property

PEST & BUILDING

- ✓ Most contracts specify 7 days from the date of contract

FINANCE

- ✓ If the purchase is a cash purchase then circle 'YES' Contract (no finance required)
- ✓ If the contract is subject to the purchaser obtaining finance sufficient to complete the settlement then;
 - Enter the number of days you require for finance approval.
 - Most finance clauses specify 14 days or 21 days

DEPOSITS

Initial Deposit

- ✓ Most contracts specify \$1,000 payable on the contract signed by all parties

2nd Deposit

- ✓ Most contracts tend to specify 5-10% of the purchase price however it can be lower if the vendor agrees.
- ✓ 2nd deposits are payable when the property is going unconditional which is normally in line with the days required to satisfy the finance clause in the contract or a nominated date if it's a cash contract with no finance required.
- ✓ Most contracts specify the 2nd deposit to be paid within 14 days or 21 days from contract date

SETTLEMENT DATE

- ✓ Most contracts specify 30 days from contract date or you can nominate a specific date however it must be a week day.

SPECIAL CONDITIONS

- ✓ Generally 'NIL' is inserted unless you want to insert a special condition that you wish to be added to the contract. A common example of a special condition could be 'Subject to the Sale of another property' or a special condition suggested by your solicitor.

Disclaimer:

These notes have been compiled to assist any potential buyer in completing the Contract Details form / Letter of offer and are to be used as a guide only.

360 Degrees Realty Pty Ltd T/As Harcourts 360 Degrees realty accepts no responsibility for the "Contract Details form/ Letter of offer Notes" content above.

The contract details / Letter of offer form will be used to prepare a contract or may be used by the agent to convey a formal offer to the seller.