



OFFER SUBMISSION FORM

To submit your offer, please complete this form and include all of the documents listed below, to avoid delays in processing your request. Please **DO NOT** include the Purchase Contract at this time.

If you have any questions, or need assistance completing your package, please call us at 888-215-9182.

Property Address: _____
Buyer's Name: _____
Address: _____
Telephone: _____ Email: _____
Buyer's Agent Name: _____
Company: _____
Address: _____
Telephone: _____ Email: _____
Synergy Representative: _____

We'll need the following documents to process your pre-approval request:

Salaried or Wage Earner Income:

- Last 2 years of w-2 Forms
- Last 2 paystubs for borrower & co-borrower

Self Employed Income:

- Last 2 years of 1040 tax returns (including all schedules)
- Last 2 years of corporate or partnership tax returns (including all schedules)

Fixed Income:

- Award letters for Social Security and retirement distributions

Assets:

- 2 months of bank statements (most recent months, including all pages)
- Asset statements (401K, brokerage accounts, mutual funds, stocks, etc.)

Other Items:

- Completed & signed Addendum "A" (see attached)
- Completed & signed Uniform Residential Loan Application (see attached)

Please fax completed packages to 949-252-3511.

You will receive a response within 24 hours of receipt.