

**SHORT SALE ADDENDUM  
TO PURCHASE AGREEMENT**  
(and Joint Escrow Instructions)



1 In reference to the Purchase Agreement submitted herewith by \_\_\_\_\_ as  
2 Buyer(s) dated \_\_\_\_\_ covering the real property at  
3 \_\_\_\_\_,  
4 the Buyer hereby proposes that the Purchase Agreement be amended as follows:

5  
6 **1. Contingent on Existing Lender Approval.** Buyer and Seller acknowledge that the Purchase  
7 Price is less than the amount of Seller's existing loan(s) against the Property due and owing to one or  
8 more lender(s) and/or lienholder(s) (collectively, "Lender"). Such a transaction is called a "short sale."  
9 Therefore, the Purchase Agreement is contingent upon Seller and/or Seller's Agent obtaining approval  
10 from Lender ("Lender Approval") to accept an amount less than what is owed on the Property to release  
11 Lender's lien on the Property (subject to parties' approval; see Section 3 below). **SELLER**  
12 **UNDERSTANDS AND ACKNOWLEDGES THAT LENDER APPROVAL MAY BE**  
13 **CONDITIONED UPON ANY OR ALL OF THE FOLLOWING: (A) MAKING A CASH**  
14 **PAYMENT; (B) SIGNING A NEW PROMISSORY NOTE; (C) CONTINUING TO OWE THE**  
15 **LENDER THE UNPAID PORTION OF THE LOAN(S); AND (D) OTHER REQUIREMENTS**  
16 **MADE BY LENDER.** Seller shall reasonably cooperate with Lender in the short sale process by  
17 providing such documentation as may be required by Lender. **BUYER AND SELLER**  
18 **UNDERSTAND THAT LENDER APPROVAL MAY TAKE SEVERAL MONTHS TO OBTAIN,**  
19 **AND NEITHER THE SELLER, THE ESCROW HOLDER NOR THE BROKERS CAN**  
20 **GUARANTEE THE TIMELINESS OF LENDER'S REVIEW, APPROVAL OR REJECTION.**  
21 **Buyer Initials [\_\_\_\_\_] [\_\_\_\_\_] Seller Initials [\_\_\_\_\_] [\_\_\_\_\_]**

22 **2. Notice of Lender Approval.** Seller agrees to provide Buyer with written notice of Lender  
24 Approval within two (2) business days of Seller's receipt of the approval. Seller may use the "Lender  
25 Short Sale Approval Addendum" to facilitate this notice. (For clarification, this is not intended to  
26 encompass or delay transmission of any subsequent Lender Approval which may be issued to grant an  
27 extension at the end of the transaction pursuant to Section 5 herein.)

28  
29 **3. No Guarantee of Lender Approval.** Buyer and Seller understand that no Lender is required or  
30 obligated to accept a short sale, and that Lender Approval may be revoked at any time prior to COE. In  
31 addition, the Parties understand that Lender may require that in exchange for approval some terms of the  
32 Purchase Agreement be amended. Neither Buyer nor Seller is obligated to agree to any of Lender's  
33 proposed terms; either Party may, in its sole discretion, reject the amended terms required by Lender. In  
34 such event, the Purchase Agreement shall be void and the Parties agree to execute cancellation  
35 instructions with ESCROW HOLDER and return EMD to Buyer. **NEITHER THE BUYER, THE**  
36 **SELLER, THE ESCROW HOLDER NOR THE BROKERS IN THIS TRANSACTION HAVE**  
37 **ANY CONTROL OVER LENDER APPROVAL, OR ANY ACT, OMISSION OR DECISION BY**  
38 **ANY LENDER IN THE SHORT SALE PROCESS.**

39  
40 **4. Time Periods.** Opening escrow and depositing earnest money shall occur as stated in the  
41 Purchase Agreement. The time periods specified in the Purchase Agreement for due diligence,  
42 disclosures, inspections and other contingencies shall begin (check one):  
43 ☐ as stated in the Purchase Agreement;  
44 ☒ one (1) calendar day after the Parties' mutual written approval of the Lender Approval; **—OR—**  
45 ☐ Other \_\_\_\_\_

Buyer Initials: [\_\_\_\_\_] [\_\_\_\_\_]

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Seller Initials: [\_\_\_\_\_] [\_\_\_\_\_]

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1 **5. Close of Escrow.** Buyer and Seller understand that Lender Approval will include an expiration  
2 date by which Close of Escrow ("COE") must occur. A typical Lender Approval is valid for 30 days.  
3 The Parties agree to use best efforts to meet the Lender's COE deadline and understand that any  
4 extension(s) must be by mutual written agreement and Lender's consent. Buyer understands that Lender  
5 may impose additional requirements, such as per diem funds to be paid by Buyer, as additional  
6 consideration for any extension(s).

7  
8 **6. Other Offers.** Buyer and Seller acknowledge that the Seller's Agent is required by the Multiple  
9 Listing Service to place the property in "Contingent" status after the Purchase Agreement is executed,  
10 while the transaction is subject to Lender Approval. The Parties understand that additional offers may be  
11 received by the Seller's Agent, which must be presented to the Seller pursuant to Nevada law. Seller  
12 may choose to accept such subsequent offers as back-up offers.

13  
14 **7. Buyer's Right to Cancel.** Buyer may cancel the Purchase Agreement for any reason and without  
15 penalty any time after ☐ 45 ☒ 60 ☐ 90 ☐ \_\_\_\_\_ days from Acceptance if Lender Approval has not  
16 been received. Upon receipt of Buyer's written cancellation and demand for return of EMD, ESCROW  
17 HOLDER is instructed to cancel escrow and return EMD to Buyer without any further instruction from  
18 the Parties.

19  
20 **8. Foreclosure and Other Property Issues.** Buyer is aware that issues regarding the Seller's status in  
21 the property may arise at any time, including foreclosure and bankruptcy, which may adversely affect this  
22 Agreement. **Seller agrees to provide Buyer with the Supplemental Property Disclosure within five (5)**  
23 **days of Acceptance.** Buyer and Seller understand that if COE does not occur before a foreclosure sale of  
24 the Property, the Purchase Agreement shall be void and escrow shall be cancelled. In such event,  
25 ESCROW HOLDER is instructed to return EMD to Buyer without any further instruction from the  
26 Parties. The Parties agree to forever release and relieve ESCROW HOLDER from any and all  
27 responsibility, liability, costs and/or litigation for the return of the EMD under these conditions.

28  
29 **9. Tax Consequences and Advice. A SHORT SALE MAY HAVE SERIOUS AND ADVERSE**  
30 **LEGAL, TAX, CREDIT AND ECONOMIC CONSEQUENCES FOR THE SELLER.** Seller agrees  
31 to seek advice from an attorney, a certified public accountant or other qualified professional regarding  
32 the legal effect and meaning of a short sale and any Lender Approval.

33 Seller Initials [\_\_\_\_\_] [\_\_\_\_\_]   
34

35 **10. Unfulfilled Contingency.** If the Lender rejects the short sale, Seller will promptly notify Buyer  
36 of the rejection and the Purchase Agreement shall be void due to the unfulfilled contingency and escrow  
37 shall be cancelled. In such event, ESCROW HOLDER is instructed to return EMD to Buyer without any  
38 further instruction from the Parties. The Parties agree to forever release and relieve ESCROW HOLDER  
39 from any and all responsibility, liability, costs and/or litigation for the return of the EMD under these  
40 conditions.

41  
42 **11. Other Terms and Conditions:** NONE  
43 \_\_\_\_\_  
44 \_\_\_\_\_  
45 \_\_\_\_\_  
46 \_\_\_\_\_  
47 \_\_\_\_\_

Buyer Initials: [\_\_\_\_\_] [\_\_\_\_\_]

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Seller Initials: [\_\_\_\_\_] [\_\_\_\_\_]

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2 \_\_\_\_\_  
3 \_\_\_\_\_  
4 \_\_\_\_\_  
5 \_\_\_\_\_  
6 \_\_\_\_\_  
7 \_\_\_\_\_  
8 All other terms of the Purchase Agreement, including all prior counteroffers and addenda not modified  
9 by this Addendum shall remain the same. To the extent that any terms of this Addendum are in conflict  
10 with the Purchase Agreement, this Addendum will control. **WHEN PROPERLY COMPLETED,**  
11 **THIS IS A BINDING CONTRACT. IF YOU DO NOT FULLY UNDERSTAND ITS**  
12 **CONTENTS, SEEK COMPETENT LEGAL AND TAX COUNSEL BEFORE SIGNING.**  
13 \_\_\_\_\_  
14 \_\_\_\_\_  
15 Buyer \_\_\_\_\_ Date \_\_\_\_\_  
16 \_\_\_\_\_  
17 08:00 AM  
18 Buyer \_\_\_\_\_ Time \_\_\_\_\_  
19 \_\_\_\_\_  
20 **Acceptance:**  
21 \_\_\_\_\_  
22 \_\_\_\_\_  
23 Seller \_\_\_\_\_ Date \_\_\_\_\_  
24 \_\_\_\_\_  
25 \_\_\_\_\_  
26 Seller \_\_\_\_\_ Time \_\_\_\_\_  
27 \_\_\_\_\_  
28 Prepared by: \_\_\_\_\_  
29 Agent's Printed Name \_\_\_\_\_ Phone \_\_\_\_\_

Buyer Initials: [\_\_\_\_] [\_\_\_\_]

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Seller Initials: [\_\_\_\_] [\_\_\_\_]

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