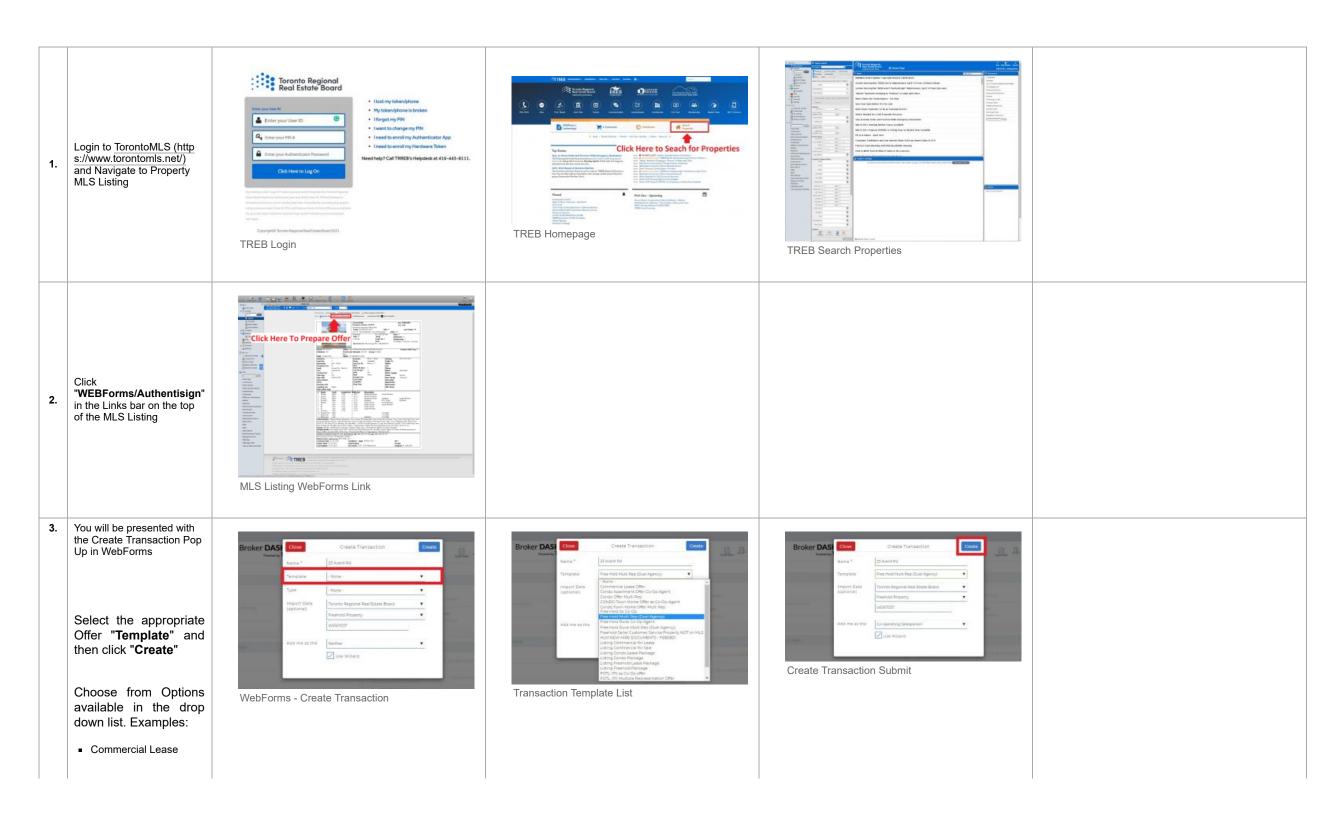
Prepare your own Offer

Follow these steps in order to get your offer started:



 Condo Apartment Offer Co-op Agent Condo Offer Multi Rep Condo Town Home Offer as Co-op Agent Condo Town Home Offer as Mult Rep 		
 Condo Town Home Offer as Co-op Agent Condo Town Home Offer as Mult Rep 		
Offer as Co-op Agent Condo Town Home Offer as Mult Rep		
Offer as Mult Rep		
■ Free Hold As Co-op		
Free Hold Mult Rep (Duel Agency)		
Free Hold Rural Co-op Agent		
Free Hold Mult Rep (Duel Agency)		
Listing Commercial for Lease		
Listing Commercial for Sale		
Listing Condo Lease Package		
Listing Freehold Lease Package		
Listing FreeholdPackage		
■ POTL (111) as Co-op Offer		
 POTL (111) Multiple Representation Offer 		
You will be presented with the WebForms Wizard - Step 1		
	The section of the se	
Many of the fields will get auto-populated, the	Transaction Transaction Complete form, then click Next Insurance to Insurance	
remaining fields in green must be typed	Size Nov See	
in.	No.	
4. Once the form is filled	Commence Com	
out, you may the click "Next" button at the top	Contract Contraction Con	
right.	Without Section to the control of th	
Note: Frontage	Antonia Strand	
Direction auto-import is currently not working	The state of the s	
	Create Transaction Wizard - Step 1	
Standard Chattel List can be found HERE		

5. You will be presented with the WebForms Wizard - Step 2

Fill out these fields based on the offer dates you require.

Once the form is filled out, you may click the "Next" button at the top right.

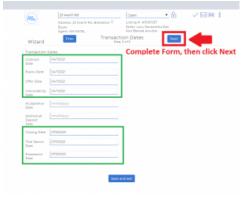
Note: Title Search Date should be ~15 days before Closing Date

You will be presented with the WebForms Wizard - Step 3 - Contacts

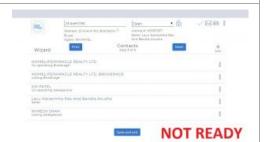
Here we will organize our contacts. We want to ensure that we have the following type of contacts added to this list:

- Co-operating Brokerage [Name]
- Co-operating Salesperson [Name, Email]
- Buyers [Name] (One entry per buyer)
- Listing Brokerage [Name]
- Listing Salesperson [Name, Email]
- Sellers [Name] (One entry per seller)

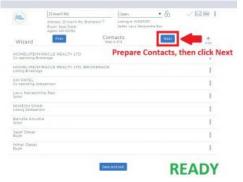
This list will autopopulate with data from MLS but will have to be



Create Transaction Wizard - Step 2

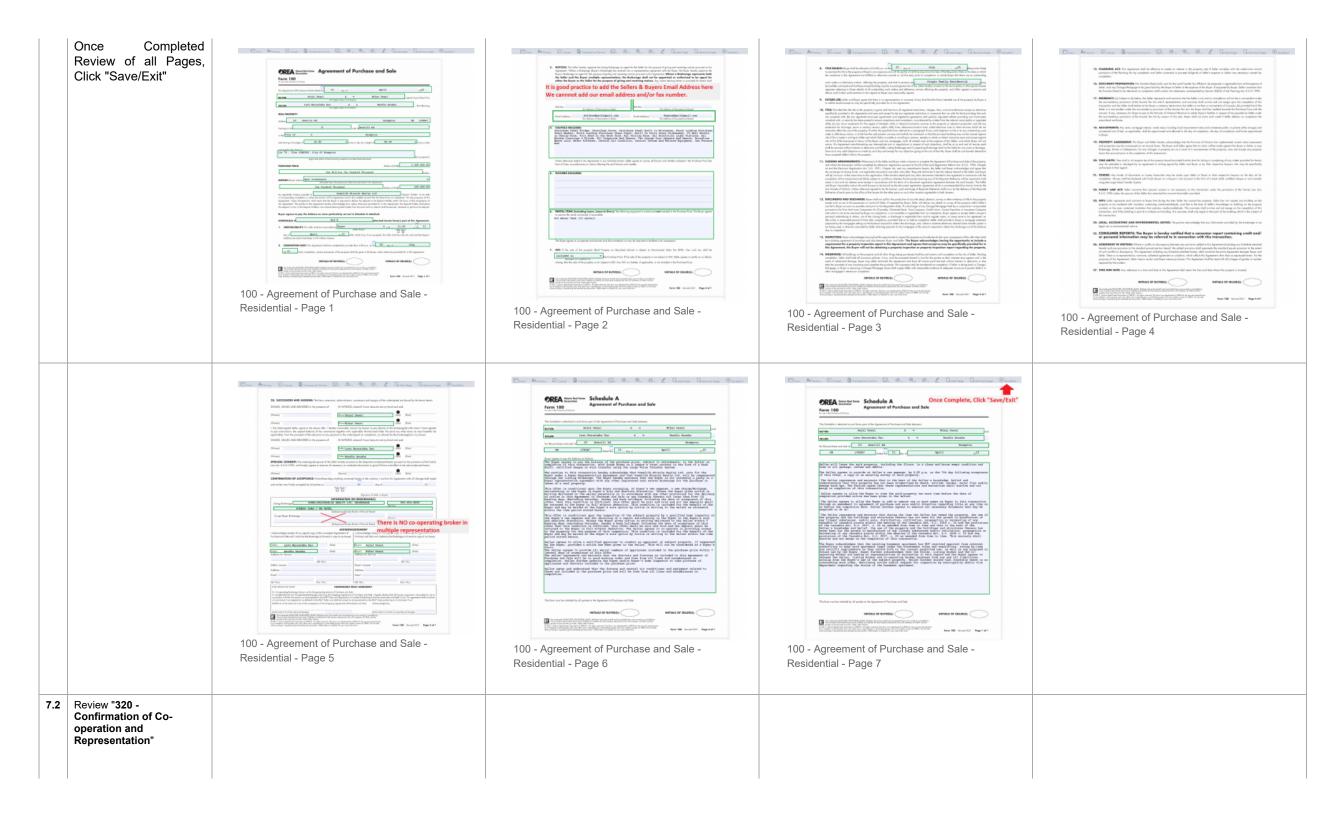


Create Transaction Wizard 3 - Contacts - Before



Create Transaction Wizard 3.1 - Contacts - After

	checked and corrected			
	to include correct contact details.]	,	
	Once all your Contacts have been added, you may click the "Next" button at the top right.			
	Note: Sellers contact may be merged on auto-import, you will have to split this contact into two.			
	You will be presented with the WebForms Wizard - Step 4 - Forms	23 Awell Rd Copen		
7.	Here you will see the Forms included in your Offer Package.	Ontario) 330 - Confirmation of Co-operation and Representation		
	We will go through each form and verify all details and add any	Contariol 127 - Condition(s) in Offer - Buyer Acknowledgement 1		
	missing details to each form by clicking on the Name of Form.	REVIEW ALL FORMS WebForms - Create Transaction Wizard - Step 4 - REVIEW FORMS		
7.1	Review "100 - Agreement of Purchase and Sale - Residential"			
	Review all locations in Green and compare to the examples to verify you have correctly filled out the forms.			



Dru. Mayor. Grant Resources D. S. R. C. & Sander Driv. Atronic Danie Stanistic from D. S. Q. S. L. Stayetist Review all locations in Once Complete, Click "Save/Exit"

Co-corporating traderings completes Entitle 3 and Garling Businesses completes Entitle 1. OREA State that lated from 320 and Representation Green and compare to the examples to verify you have correctly filled out the forms. DECLARATION OF INSURANCE: The underigned solvepress/baker representated of the Endanogeic benky declare that he/de is insured as required by the final Enter and Resince Broken Art, 2001, 2008A). Additional comments and/or disclosures by Conspending Brokenage (e.g., The Conspending Brokenage represents more flow one though on the Once Completed Review of all Pages, Click "Save/Exit" Plane of Co operating Steps Strikenger

(1) Striken of Steps Strikenger

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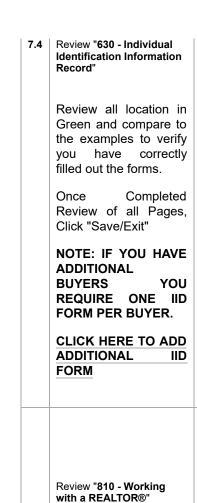
(3) Strikenger Strikenger Strikenger

(4) Strikenger Striken (1) Strikenger Strik Additional consents and/or disclasses in Galog Bedausge (e.g. To Living Bedausge exposures more than one loops offering or this property BN SANEL will I be put of 2.5% of the parents are prices. (As per office policy, Buyer's Agent will be paid as per commission Li for 505-454-4080 for 908-463-0811 entioned on MLS. If as Buyer's Agent, you can still add a comment here PROTECT SOO AT ARTH MICHAEL - PROTECT NO USED

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Form 801
For use with Agreement of Purchase and Sale For Brokeroge schedibing the offer an behalf of the Seyer:
When sent the Entity DeScript the to the root be and or orders futgo leve a writer upon of the front. In part to the Select
When sent to the Entity DeScript the Select
Response (2) Sent(1) A Sent (1) A Sen Review "801 - Offer Summary Document - For use with Agreement of Purchase and Sale" Review all locations in Green and compare to the examples to verify For Skirling Stekanogo resolving the officer

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MARRAYS COPPARTS TO THE PROPERTY OF THE PROPERTY you have correctly filled out the forms. This after ware restricted by Jacks is greated an appropriate for the ladered or Once Completed Review of all Pages, Offer var. | Accepted | Signed State, Countered | Superior, Countered Click "Save/Exit" The Section of Section Assessed Conference of Section o 801 - Offer Summary Document - For use with Agreement of Purchase and Sale - Page 1





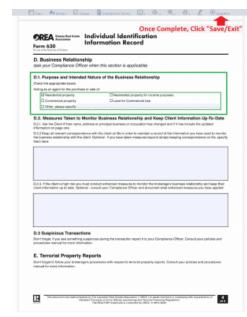
Page 1



630 - Individual Identification Information Record -Page 2



630 - Individual Identification Information Record -Page 3



630 - Individual Identification Information Record -Page 4

Drive Altraine Victoria Representative Review Q. O. Z. Obragina Once Complete, Click "Save/Exit" OREA involved trees Working with a REALTOR® (Equation) (Cont.)
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For the programs of this intermediate, the inter- "subsect of the contract of "subsect of "subsect of "subsect of the inter- of the intermediate, the inter- of the The state of the control of the cont

810 - Working with a REALTOR®

Completed

7.6 Review "127 - Condition(s) In Offer - Buyer

Review all locations in Green and compare to the examples to verify

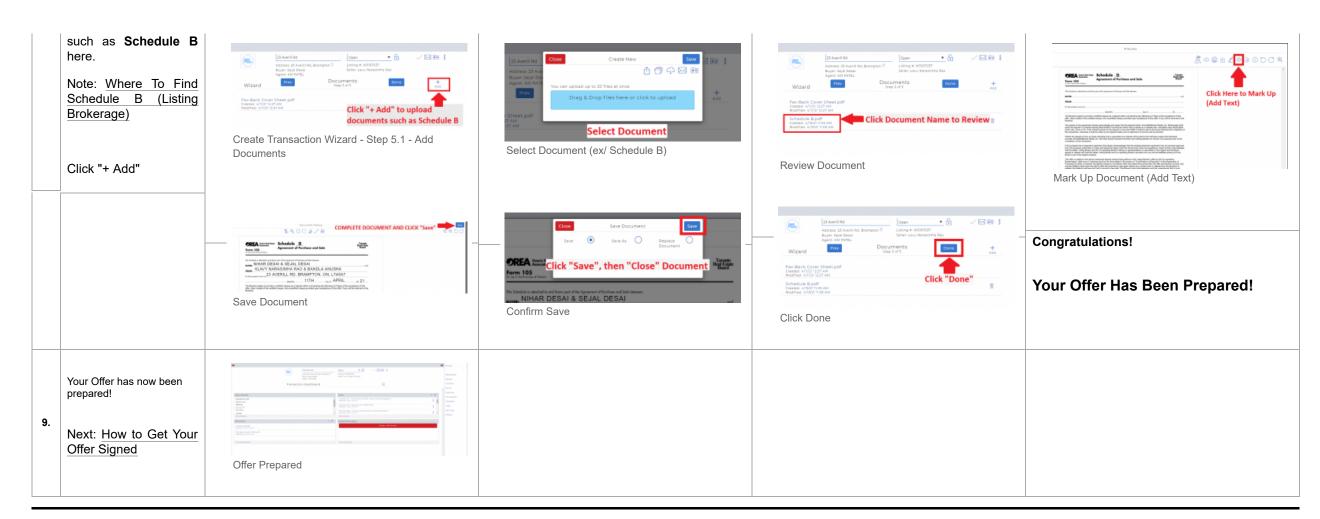
vou have correctly filled out the forms.

Review of all Pages, Click "Save/Exit"

7.5

Once

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Acknowledgement"	Tree Arreits Greek Brancher Farm R. C. L. Standard		
Review all locations in Green and compare to the examples to verify you have correctly filled out the forms. Once Completed Review of all Pages, Click "Save/Exit"	Condition(s) in Office - Source Complete, Cick "Save/Exit" Form 127 Form		
Once ALL Forms have been Reviewed & Completed, 7 Click "Save"	Committee Comm		
You will be presented with the WebForms Wizard - Step 5 - Documents			
Here we will add any additional documents			



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