

## **OFFER CHECKLIST**

**To be included with all offers submitted to Live Oak Real Estate**

**Enclosed offer includes the following:**

**NC OTP**

**Agent license number on page 8 of NC OTP, per NCREC requirements**

**Seller addenda**

**Copy of EMD check. \*\*MUST BE MADE OUT TO  
LIVE OAK REAL ESTATE**

**Preapproval or proof of funds if a cash deal**

**if MH, preapp states that lender is aware  
property is a MH**

**Live Oak Real Estate Awareness form (2 pages)**

**Multiple offer form (if applicable)**

**Offer recap worksheet filled out**

**Signed agent acknowledgement sheet included**

**Agent:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Property address:** \_\_\_\_\_

**<http://www.liveoakgroup.com>**

**SOME ADVICE:**

**AT THE TIME OF OFFER, INFORM YOUR BUYER THAT THIS WILL NOT BE A 'FINAL' DOC; THERE WILL BE A SYSTEM OR CLIENT GENERATED PROPERTY SPECIFIC ADDENDA AT THE TIME OF ACCEPTANCE. THIS OFFER IS NOT TECHNICALLY ACCEPTED UNTIL WE HAVE A BUYER AND SELLER SIGNED CONTRACT.**

**YOUR LENDER CAN BEGIN LOAN PREPARATION WITH JUST THE BUYER SIGNED CONTRACT, NOT THE EXECUTED CONTRACT. THIS MAY SAVE YOU VALUABLE TIME IN THE LONG RUN.**

**IT IS THE BUYER'S, AND BUYER'S AGENT'S, RESPONSIBILITY TO THOROUGHLY RESEARCH THE PROPERTY AND NOT RELY ON THE LISTING AGENT, OR SELLER, FOR INFORMATION PERTAINING TO THIS PROPERTY.**

**PLEASE FILL OUT AGENT ACKNOWLEDGEMENT**

**BUYER WANTS UTILITIES ON FOR INSPECTIONS**

\_\_\_\_\_ **YES**

\_\_\_\_\_ **NO**

**PLEASE NOTE: THE LISTING AGENT AND SELLER RESERVE THE RIGHT TO NOT TURN UTILITIES ON. UTILITIES WILL ONLY BE TURNED ON IF IT IS DEEMED PRACTICAL BY THE SELLER AND LISTING AGENT. INITIAL HERE TO ACKNOWLEDGE THAT YOU HAVE INFORMED YOUR BUYER OF THIS: \_\_\_\_\_**

**LIVE OAK REAL ESTATE HEREBY ADVISES THE BUYER AND THE BUYER'S AGENT TO OBTAIN A SURVEY BEFORE CLOSING: INITIAL HERE TO ACKNOWLEDGE THAT YOU HAVE INFORMED YOUR BUYER OF THIS: \_\_\_\_\_**

**LIVE OAK REAL ESTATE REQUIRES ALL EARNEST MONEY TO BE IN THE FORM OF A CERTIFIED CHECK IF AND WHEN AN OFFER IS ACCEPTED. ALL OFFERS MUST BE ACCOMPANIED BY AN EMD CHECK COPY THAT IS MADE OUT TO LIVE OAK REAL ESTATE. INITIAL HERE TO ACKNOWLEDGE: \_\_\_\_\_**

**SELLER MAY REQUIRE THE EARNEST MONEY DEPOSIT TO BE TRANSFERRED TO THEIR ATTORNEY. INITIAL HERE TO ACKNOWLEDGE: \_\_\_\_\_**

**COMMISSION WILL BE PAID ON NET SALES PRICE. INITIAL HERE TO ACKNOWLEDGE: \_\_\_\_\_**

**NO PERSONAL PROPERTY, OR FIXTURES ARE INCLUDED IN THE PURCHASE PRICE AS THE SELLER MAKES NO REPRESENTATION OR WARRANTY AS TO THE CONDITION OR PRESENCE OF ANY PERSONAL PROPERTY, TITLE THERETO, OR WHETHER ANY PERSONAL PROPERTY IS ENCUMBERED BY LIENS AT CLOSING. INITIAL HERE TO ACKNOWLEDGE THAT YOU HAVE INFORMED YOUR BUYER OF THIS: \_\_\_\_\_**

**I HAVE READ AND UNDERSTAND ALL STATEMENTS ABOVE.**

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**BUYER'S AGENT**

## RECAP OF BUYERS OFFER

**PROPERTY ADDRESS:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**BUYER(S):** \_\_\_\_\_

**PURCHASE PRICE:** \_\_\_\_\_

**EMD:** \_\_\_\_\_

**FINANCING: (CONV/FHA/VA/CASH/OTHER):**  
\_\_\_\_\_

**CLOSING COSTS:** \_\_\_\_\_

**HOW REQUESTED?** \_\_\_\_\_

**INSPECTION DATE:** \_\_\_\_\_

**CLOSE DATE:** \_\_\_\_\_

**AGENTS NAME AND FIRM:** \_\_\_\_\_

**LENDER'S NAME AND CONTACT INFO:**  
\_\_\_\_\_

# Live Oak Real Estate AWARENESS FORM: READ CAREFULLY

5704 Oleander Drive, Wilmington, NC 28403

date: \_\_\_\_\_

office: 910.795.0315 Toll Free:1.800.505.7096 fax: 910.791.4036

Property address: \_\_\_\_\_

By signatures below, buyer(s) and agent are aware that:

Additional addenda are required to submit an offer. Agents may obtain addenda at <http://www.liveoakgroup.com>  
All offers must also include this signed form, NC OTP, preapproval or proof of funds, and copy of EMD check.

Minimum EMD is \$500 on all offers. EMD to be held by LIVE OAK REAL ESTATE. EMD is to be in the form of certified funds.

Preapprovals for offers on manufactured homes must CLEARLY state that the lender is aware they are lending on a manufactured home. Agent please initial here to acknowledge. \_\_\_\_\_

This property is a foreclosure, or bank-owned property. THERE IS NO PROPERTY DISCLOSURE.

An offer will not be submitted to the seller unless proof-of-funds/pre-approval is included with the offer.

Response from the seller will take a minimum of 3 days and can take as long as 3 weeks.

All counteroffers and updates will be sent to the email address you provide below. If you do not provide an email address, all counteroffers and updates will be sent to the email address listed for you in Ambiance (Wilmington MLS).  
Agent, please initial here to acknowledge. \_\_\_\_\_

The property is being sold 'as-is'.

Title will be transferred by Special Warranty Deed, not General Warranty Deed. Item #5e on the NC OTP must be changed to read Special Warranty Deed, and this change must be initialed by the buyer.  
Agent, please initial here to acknowledge that this change has been made. \_\_\_\_\_

Any personal property on the premises is not warranted and cannot be included in the contract. Item #3 of the NC OTP must read 'none' or 'n/a'.

If there is more than one offer, buyer will be required to sign a Multiple Offer Form.

Seller will not issue a written rejection or counter to the buyer.

Most properties will not qualify for FHA or VA financing.

Agent may not be paid a commission if purchased for self.

**Once an offer is accepted verbally, the corrected contract and all addenda must be in our office within 24 hours of it being sent to you.**

Seller will make no repairs after the contract is signed.

Buyer/Agent must verify size of home and lot and schools.

There is a penalty for closing delays not caused by seller; this can vary from \$28/day to \$250/day and it will be part of the contract.

\_\_\_\_\_  
Buyer

\_\_\_\_\_  
date

\_\_\_\_\_  
Buyer

\_\_\_\_\_  
date

\_\_\_\_\_  
Agent

\_\_\_\_\_  
date

my email address is: \_\_\_\_\_

**Buyer name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Home phone:** \_\_\_\_\_

**Work phone:** \_\_\_\_\_

**Cell phone:** \_\_\_\_\_

**Email address:** \_\_\_\_\_

**Lender name:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Contact:** \_\_\_\_\_

**Email address:** \_\_\_\_\_

**Attorney name:** \_\_\_\_\_

**Contact:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Fax:** \_\_\_\_\_

**Email address:** \_\_\_\_\_

**Buyer's Agent name:** \_\_\_\_\_

**Real Estate Firm:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone (office):** \_\_\_\_\_ **(cell):** \_\_\_\_\_

**Fax:** \_\_\_\_\_

**Email address: (NO aol addresses)** \_\_\_\_\_

**Buyer name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Home phone:** \_\_\_\_\_

**Work phone:** \_\_\_\_\_

**Cell phone:** \_\_\_\_\_

**Email address:** \_\_\_\_\_

**Lender name:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Contact:** \_\_\_\_\_

**Email address:** \_\_\_\_\_

**Attorney name:** \_\_\_\_\_

**Contact:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Fax:** \_\_\_\_\_

**Email address:** \_\_\_\_\_

**Buyer's Agent name:** \_\_\_\_\_

**Real Estate Firm:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone (office):** \_\_\_\_\_ **(cell):** \_\_\_\_\_

**Fax:** \_\_\_\_\_

**Email address: (NO aol addresses)** \_\_\_\_\_

**OFFER TO PURCHASE AND CONTRACT**

[Consult "Guidelines" (form 2G) for guidance in completing this form]

\_\_\_\_\_ , as Buyer, hereby offers to purchase and \_\_\_\_\_ **OWNER OF RECORD** \_\_\_\_\_ , as Seller, upon acceptance of said offer, agrees to sell and convey, all of that plot, piece or parcel of land described below, together with all improvements located thereon and such fixtures and personal property as are listed below (collectively referred to as the "Property"), upon the terms and conditions set forth herein. This offer shall become a binding contract on the date that: (i) the last one of the Buyer and Seller has signed or initialed this offer or the final counteroffer, if any, and (ii) such signing or initialing is communicated to the party making the offer or counteroffer, as the case may be. Such date shall be referred to herein as the "Effective Date."

**1. REAL PROPERTY:** Located in \_\_\_\_\_ County, State of North Carolina, being known as and more particularly described as:

Address: Street \_\_\_\_\_  
City: \_\_\_\_\_ Zip \_\_\_\_\_

**NOTE:** Governmental authority over taxes, zoning, school districts, utilities and mail delivery may differ from address shown.

Legal Description: **\*\*MUST INCLUDE COUNTY TAX ID HERE** \_\_\_\_\_

Subdivision Name: \_\_\_\_\_

Plat Reference: Lot \_\_\_\_\_ , Block or Section \_\_\_\_\_ as shown on Plat Book or Slide \_\_\_\_\_ at Page(s) \_\_\_\_\_ (Property acquired by Seller in Deed Book \_\_\_\_\_ at Page \_\_\_\_\_ ).

**NOTE:** Prior to signing this Offer to Purchase and Contract, Buyer is advised to review Restrictive Covenants, if any, which may limit the use of the Property, and to read the Declaration of Restrictive Covenants, By-Laws, Articles of Incorporation, Rules and Regulations, and other governing documents of the owners' association and/or the subdivision, if applicable. If the Property is subject to regulation by an owners' association, it is recommended that Buyer obtain a copy of a completed Owners' Association Disclosure And Addendum (standard form 2A12-T) prior to signing this Offer to Purchase and Contract, and include it as an addendum hereto.

**2. FIXTURES:** The following items, if any, and if owned by the Seller, are included in the purchase price free of liens: any built-in appliances, light fixtures, ceiling fans, attached floor coverings, blinds, shades, drapery rods and curtain rods, brackets and all related hardware, window and door screens, storm windows, combination doors, awnings, antennas, satellite dishes and receivers, burglar/fire/smoke alarms, pool and spa equipment, solar energy systems, attached fireplace screens, gas logs, fireplace inserts, electric garage door openers with controls, outdoor plants and trees (other than in movable containers), basketball goals, storage sheds, mailboxes, wall and/or door mirrors, attached propane gas tank, invisible fencing including all related equipment, lawn irrigation systems and all related equipment, water softener/conditioner and filter equipment, and any other items attached or affixed to the Property, EXCEPT any such items leased by the Seller and the following items: **NONE**

**SAMPLE**

**3. PERSONAL PROPERTY:** The following personal property is included in the purchase price: **\*\*NONE, SELLER MAKES NO REPRESENTATIONS AS TO WHAT IS AT THE PROPERTY BETWEEN NOW AND THE CLOSE DATE.**

**4. PURCHASE PRICE:** The purchase price is \$ \_\_\_\_\_ and shall be paid in U.S. Dollars. Should any check or other funds paid by Buyer be dishonored, for any reason, by the institution upon which the payment is drawn, Buyer shall have one (1) banking day after written notice to deliver good funds to the payee. In the event Buyer does not timely deliver good funds, the Seller shall have the right to terminate this contract upon written notice to the Buyer. The purchase price shall be paid as follows:

(a) \$ \_\_\_\_\_ , EARNEST MONEY DEPOSIT with this offer by  cash  personal check  bank check  certified check  other: \_\_\_\_\_ to be deposited and held in escrow by **LIVE OAK REAL ESTATE** ("Escrow Agent") until the sale is closed, at which time it will be credited to Buyer, or until this contract is otherwise terminated. In the event: (1) this offer is not accepted; or (2) any of the conditions hereto are not satisfied, then all earnest monies shall be refunded to Buyer. In the event of breach of this contract by Seller, all earnest monies shall be refunded to Buyer upon Buyer's request, but such return shall not affect any other remedies available to Buyer for such breach. In the event of breach of this contract by Buyer, then all earnest monies shall be forfeited to Seller upon Seller's request, but such forfeiture shall not affect any other remedies available to Seller for such breach.



This form jointly approved by:  
North Carolina Bar Association  
North Carolina Association of REALTORS®, Inc.



**STANDARD FORM 2-T**  
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© 7/2008

Buyer initials \_\_\_\_\_ Seller initials \_\_\_\_\_

**NOTE:** In the event of a dispute between Seller and Buyer over the return or forfeiture of earnest money held in escrow, a licensed real estate broker ("Broker") is required by state law (and Escrow Agent, if not a Broker, hereby agrees) to retain said earnest money in the Escrow Agent's trust or escrow account until Escrow Agent has obtained a written release from the parties consenting to its disposition or until disbursement is ordered by a court of competent jurisdiction. Alternatively, if a Broker is holding the Earnest Money, the Broker may deposit the disputed monies with the appropriate clerk of court in accordance with the provisions of N.C.G.S. §93A-12.

**THE PARTIES AGREE THAT A REAL ESTATE BROKERAGE FIRM ACTING AS ESCROW AGENT MAY PLACE ANY EARNEST MONIES DEPOSITED BY BUYER IN AN INTEREST BEARING TRUST ACCOUNT AND THAT ANY INTEREST EARNED THEREON SHALL BE DISBURSED TO THE ESCROW AGENT MONTHLY IN CONSIDERATION OF THE EXPENSES INCURRED BY MAINTAINING SUCH ACCOUNT AND RECORDS ASSOCIATED THEREWITH.**

- (b) \$ \_\_\_\_\_, (ADDITIONAL) EARNEST MONEY DEPOSIT to be paid to Escrow Agent no later than \_\_\_\_\_, **TIME BEING OF THE ESSENCE** WITH REGARD TO SAID DATE.
- (c) \$ \_\_\_\_\_, OPTION FEE in accordance with paragraph 16, Alternative 2, to be paid to Seller on the Effective Date as set forth in paragraph 27. (NOTE: If Alternative 2 applies, then do not insert \$0, N/A, or leave blank).
- (d) \$ \_\_\_\_\_, BY ASSUMPTION of the unpaid principal balance and all obligations of Seller on the existing loan(s) secured by a deed of trust on the Property in accordance with the attached Loan Assumption Addendum.
- (e) \$ \_\_\_\_\_, BY SELLER FINANCING in accordance with the attached Seller Financing Addendum.
- (f) \$ \_\_\_\_\_, BALANCE of the purchase price in cash at Closing.

**5. LOAN CONDITION:**

**SAMPLE**

(a) **Loan:** Buyer's performance is contingent upon Buyer's ability to obtain a  FHA  VA (attach FHA/VA Financing Addendum)  Conventional  Other: \_\_\_\_\_ loan at a  Fixed Rate  Adjustable Rate in the principal amount of \_\_\_\_\_ (plus any financed VA Funding Fee or FHA MIP) for a term of \_\_\_\_\_ year(s), at an initial interest rate not to exceed \_\_\_\_\_ % per annum, with mortgage loan discount points not to exceed \_\_\_\_\_ % and with loan origination fee not to exceed \_\_\_\_\_ % of the loan amount ("Loan").

(b) **Loan Obligations:** The Buyer agrees to:

- (i) Make written application for the Loan, authorize any required appraisal and pay any necessary fees within 5 days after the Effective Date;
- (ii) Promptly furnish Seller written confirmation from the lender of having applied for the Loan.

If Buyer fails to furnish Seller written confirmation from the lender of having applied for the Loan, Seller may make written demand for compliance. If Buyer does not furnish Seller written confirmation from the lender of application within five (5) days after such demand, then Seller may terminate this contract by written notice to Buyer at any time thereafter, provided Seller has not received either written evidence of the application or a waiver of the Loan Condition, and all Earnest Money shall be forfeited to Seller as liquidated damages and as Seller's sole and exclusive remedy for Buyer's failure to close, but without limiting Seller's rights under paragraph 17 for damage to the Property. Buyer further agrees to:

- (iii) Pursue qualification for and approval of the Loan diligently and in good faith;
- (iv) Continually and promptly provide requested documentation to lender.

(c) **Buyer's Right to Terminate:** If Buyer has complied with Buyer's Loan Obligations in subsection (b) above, then within 15 days after the Effective Date (or any agreed-upon written extension of this deadline) **TIME BEING OF THE ESSENCE**, Buyer shall have the right to terminate this contract by delivering to Seller written notice of termination if Buyer, in Buyer's sole discretion, is not satisfied that the Loan will be approved and funded. If Buyer has timely delivered such notice, this contract shall be terminated and all Earnest Money shall be refunded to Buyer. If Buyer fails to deliver such notice, then Buyer will be deemed to have waived this condition. Thereafter, if Buyer fails to close based upon inability to obtain the Loan, then all Earnest Money shall be forfeited to Seller. If Buyer provides Seller reasonable third-party documentation confirming Buyer's inability to obtain the Loan, then the Earnest Money shall serve as liquidated damages and as Seller's sole and exclusive remedy for Buyer's failure to close, but without limiting Seller's rights under paragraph 17 for damage to the Property. (**WARNING:** Buyer is advised to consult with Buyer's lender to assure that the number of days allowed for Buyer to obtain the Loan is sufficient to allow Buyer's lender time to take all reasonable steps necessary to provide reliable loan approval.)

**6. FLOOD HAZARD DISCLOSURE/CONDITION** (Choose ONE of the following alternatives):

To the best of Seller's knowledge, the Property IS located partly or entirely within a designated Special Flood Hazard Area. Buyer understands that it may be necessary to purchase flood insurance in order to obtain any loan secured by the Property from any federally regulated institution or a loan insured or guaranteed by an agency of the U.S. Government.

Buyer initials \_\_\_\_\_ Seller initials \_\_\_\_\_

To the best of Seller's knowledge, the Property IS NOT located partly or entirely within a designated Special Flood Hazard Area. If, following the Effective Date of this contract, it is determined that any permanent improvements on the Property are located within a designated Special Flood Hazard Area according to the current FEMA flood map, or if this contract is subject to a Loan Condition and Buyer's lender requires Buyer to obtain flood insurance as a condition of making the Loan, then in either event Buyer shall have the right to terminate this contract upon written notice to Seller, and all earnest monies shall be refunded to Buyer.

**7. OTHER CONDITIONS:** (State N/A in each blank that is not a condition to this contract.)

- (a) There must be no restriction, easement, zoning or other governmental regulation that would prevent the reasonable use of the Property for RESIDENTIAL purposes.
- (b) The Property must be in substantially the same or better condition at Closing as on the date of this offer, reasonable wear and tear excepted.
- (c) The Property must appraise at a value equal to or exceeding the purchase price or, at the option of Buyer, this contract may be terminated and all earnest monies shall be refunded to Buyer, even if the Loan Condition has been waived as provided in paragraph 5.  
If this contract is NOT subject to a financing contingency requiring an appraisal, Buyer shall arrange to have the appraisal completed on or before \_\_\_\_\_.
- (d) All deeds of trust, liens and other charges against the Property, not assumed by Buyer, must be paid and satisfied by Seller prior to or at Closing such that cancellation may be promptly obtained following Closing. Seller shall remain obligated to obtain any such cancellations following Closing. SPECIAL \_\_\_\_\_ \*\*\*
- (e) Title must be delivered at Closing by ~~GENERAL~~ WARRANTY DEED unless otherwise stated herein, and must be fee simple marketable and insurable title, free of all encumbrances except: ad valorem taxes for the current year (prorated through the date of Closing); utility easements and unviolated restrictive covenants that do not materially affect the value of the Property; and such other encumbrances as may be assumed or specifically approved by Buyer. The Property must have legal access to a public right of way.

**SAMPLE**

**8. SPECIAL ASSESSMENTS: NOTE:** For purposes of this agreement, a "confirmed" special assessment is defined as an assessment that has been approved by a governmental agency or an owners' association for the purpose(s) stated, whether or not it is fully payable at time of closing. A "pending" special assessment is defined as an assessment that is under formal consideration by a governing body. Seller warrants that there are no pending or confirmed governmental special assessments for sidewalk, paving, water, sewer, or other improvements on or adjoining the Property, and no pending or confirmed owners' association special assessments, except as follows (Insert "None" or the identification of such assessments, if any): NONE; IF ANY, TO BE PAID BY SELLER

Unless otherwise agreed, Seller shall pay all owners' association assessments and all governmental assessments confirmed through the time of Closing, if any, and Buyer shall take title subject to all pending assessments disclosed by Seller herein, if any.

**9. PRORATIONS AND ADJUSTMENTS:** Unless otherwise provided, the following items shall be prorated and either adjusted between the parties or paid at Closing: (a) Ad valorem taxes on real property shall be prorated on a calendar year basis through the date of Closing; (b) Ad valorem taxes on personal property for the entire year shall be paid by the Seller unless the personal property is conveyed to the Buyer, in which case, the personal property taxes shall be prorated on a calendar year basis through the date of Closing; (c) All late listing penalties, if any, shall be paid by Seller; (d) Rents, if any, for the Property shall be prorated through the date of Closing; (e) Owners' association dues and other like charges shall be prorated through the date of Closing. Seller represents that the regular owners' association dues, if any, are \$ \_\_\_\_\_ per \_\_\_\_\_. Unless otherwise agreed, Buyer shall pay any fees required for obtaining account payment information on owners' association dues or assessments for payment or proration and any charge made by the owners' association in connection with the disposition of the Property to Buyer, including any transfer and/or document fee imposed by the owners' association.

**10. EXPENSES:** Unless otherwise agreed, Buyer shall be responsible for all costs with respect to any loan obtained by Buyer, appraisal, title search, title insurance, recording the deed and for preparation and recording of all instruments required to secure the balance of the purchase price unpaid at Closing. Seller shall pay for preparation of a deed and all other documents necessary to perform Seller's obligations under this agreement, and for excise tax (revenue stamps) required by law. Seller shall pay at Closing \$ \_\_\_\_\_ toward any of Buyer's expenses associated with the purchase of the Property, including any FHA/VA lender and inspection costs that Buyer is not permitted to pay, but excluding any portion disapproved by Buyer's lender.

**11. HOME WARRANTY:** If a home warranty is to be provided, select one of the following:  Buyer may obtain a one-year home warranty at a cost not to exceed \$ \_\_\_\_\_ and Seller agrees to pay for it at Closing.  Seller has obtained and will provide a one-year home warranty from \_\_\_\_\_ at a cost of \$ \_\_\_\_\_ and will pay for it at Closing.

**12. FUEL:** Buyer agrees to purchase from Seller the fuel, if any, situated in any tank on the Property at the prevailing rate with the cost of measurement thereof, if any, being paid by Seller.

**13. EVIDENCE OF TITLE:** Seller agrees to use his best efforts to deliver to Buyer as soon as reasonably possible after the Effective Date of this contract, copies of all title information in possession of or available to Seller, including but not limited to: title insurance policies, attorney's opinions on title, surveys, covenants, deeds, notes and deeds of trust and easements relating to the Property. Seller authorizes (1) any attorney presently or previously representing Seller to release and disclose any title insurance policy in such attorney's file to Buyer and both Buyer's and Seller's agents and attorneys; and (2) the Property's title insurer or its agent to release and disclose all materials in the Property's title insurer's (or title insurer's agent's) file to Buyer and both Buyer's and Seller's agents and attorneys.

**14. LABOR AND MATERIAL:** Seller shall furnish at Closing an affidavit and indemnification agreement in form satisfactory to Buyer showing that all labor and materials, if any, furnished to the Property within 120 days prior to the date of Closing have been paid for and agreeing to indemnify Buyer against all loss from any cause or claim arising therefrom.

**15. PROPERTY DISCLOSURE:**

- Buyer has received a signed copy of the N.C. Residential Property Disclosure Statement prior to the signing of this Offer to Purchase and Contract.
- Buyer has NOT received a signed copy of the N.C. Residential Property Disclosure Statement prior to the signing of this Offer to Purchase and Contract and shall have the right to terminate or withdraw this contract without penalty prior to **WHICHEVER OF THE FOLLOWING EVENTS OCCURS FIRST:** (1) the end of the third calendar day following receipt of the Disclosure Statement; (2) the end of the third calendar day following the date the contract was made; or (3) Closing or occupancy by the Buyer in the case of a sale or exchange.
- Exempt from N.C. Residential Property Disclosure Statement because (SEE GUIDELINES) PROPERTY OBTAINED THROUGH FORECLOSURE
- The Property is residential and was built prior to 1978 (Attach Lead-Based Paint or Lead-Based Paint Hazards Disclosure Addendum.)

**16. PROPERTY INSPECTION/INVESTIGATION** (Choose ONLY ONE of the following Alternatives):

**ALTERNATIVE 1:**

**SAMPLE**

(a) **Property Condition:** As to all permanent improvements except: \_\_\_\_\_, it is a condition of this contract that

(i) the built-in appliances, electrical system, plumbing system, heating and cooling systems, roof coverings (including flashing and gutters), doors and windows, exterior building surfaces, structural components (including foundations, retaining walls, columns, chimneys, floors, walls, ceilings and roofs), porches and decks, fireplaces and flues, crawl space and attic ventilation systems (if any), water and sewer systems (public and private), shall be performing the function for which intended and shall not be in need of immediate repair; (ii) there shall be no unusual drainage conditions or evidence of excessive moisture adversely affecting the structure(s); and (iii) there shall be no friable asbestos or existing environmental contamination.

(b) **Inspections/Repair Negotiations:** Buyer, at Buyer's expense, may inspect or obtain such inspections of the Property as Buyer deems appropriate. Only items covered by subsections (a)(i), (a)(ii), and (a)(iii) above ("Necessary Repairs") are included in repair negotiations under this contract. All inspections, including but not limited to any additional inspections recommended by Buyer's inspector(s), shall be completed and written notice of Necessary Repairs shall be given to Seller on or before 7 DAYS FROM ACCEPTANCE (the "Repair Notice Date"). Seller shall have the option of completing Necessary Repairs or refusing to complete them. Seller shall provide written notice to Buyer of Seller's response within 5 days of Buyer's notice, **TIME BEING OF THE ESSENCE.** Seller's failure to provide said notice as required shall constitute an election by the Seller not to complete Necessary Repairs. If Seller elects not to complete all Necessary Repairs, then Buyer shall have the option of (a) accepting the Property in its present condition, (b) accepting Seller's offer to make repairs to the extent and as described in the Seller's response, or (c) terminating this contract, in which case all earnest monies shall be refunded. The Buyer shall deliver the Buyer's written decision to Seller within five (5) days after receiving the Seller's written response, or Seller's failure to respond, **TIME BEING OF THE ESSENCE.** Failure of Buyer to provide this written decision by the time stated herein shall constitute acceptance of Seller's agreement to make repairs to the extent and as described in the Seller's response. Buyer shall have the right to verify that any Necessary Repairs have been completed in a good and workmanlike manner.

(c) **Wood-Destroying Insects:** Buyer shall have the option of obtaining, at Buyer's expense, a report from a licensed pest control operator on a standard form in accordance with the regulations of the North Carolina Structural Pest Control Committee, stating that as to all structures, except \_\_\_\_\_, there was no visible evidence of wood-destroying insects and containing no indication of visible damage therefrom. The report must be obtained on or before the Repair Notice Date. If

Buyer initials \_\_\_\_\_ Seller initials \_\_\_\_\_

the report indicates that there is visible evidence of wood-destroying insects or visible damage therefrom, Seller shall have the option of performing any required treatment or completing Necessary Repairs, or refusing to perform any required treatment or complete Necessary Repairs. If Seller elects not to perform required treatment or complete Necessary Repairs, Buyer shall have the option of accepting the Property without the required treatment or Necessary Repairs, or terminating the contract, in which case all earnest monies shall be refunded. Buyer and Seller shall exercise their respective rights under this subsection (c) in the same manner and within the same time limitations as set forth in subsection (b) above. The Buyer is advised that the inspection report described in this paragraph may not always reveal either structural damage or damage caused by agents or organisms other than wood-destroying insects. If new construction, Seller shall provide a standard warranty of termite soil treatment.

(d) **Radon Inspection:** Buyer shall have the option, at Buyer's expense, to have the Property tested for radon on or before the Repair Notice Date. The test result shall be deemed satisfactory to Buyer if it indicates a radon level of less than 4.0 pico curies per liter of air (as of January 1, 1997, EPA guidelines reflect an "acceptable" level as anything less than 4.0 pico curies per liter of air). If the test result exceeds the above-mentioned level, Seller shall have the option of: a) remediating to bring the radon level within the satisfactory range; or b) refusing to remediate. Upon the completion of remediation, Buyer may have a radon test performed at Seller's expense, and if the test result indicates a radon level less than 4.0 pico curies per liter of air, it shall be deemed satisfactory to the Buyer. If Seller elects not to remediate, or if remediation is attempted but fails to bring the radon level within the satisfactory range, Buyer shall have the option of: a) accepting the Property with its then current radon level; or b) terminating the contract, in which case all earnest monies shall be refunded. Buyer and Seller shall exercise their respective rights under this subsection (d) in the same manner and within the same time limitations as set forth in subsection (b) above.

(e) **Cost Of Repair Contingency:** In addition to the above, Buyer shall have the right to terminate this contract if a reasonable estimate obtained by Buyer of the total cost of Necessary Repairs equals or exceeds \$ \_\_\_\_\_. This right may be exercised by Buyer without regard to any decision by Seller to complete, or refuse to complete, Necessary Repairs. Buyer shall notify the Seller in writing of its decision to terminate this contract under this Cost of Repair Contingency no later than seven (7) days following the Repair Notice Date, **TIME BEING OF THE ESSENCE**, in which case all earnest monies shall be refunded to Buyer. Neither the cost of wood-destroying insect treatment under subsection (c) above nor the cost of radon remediation under subsection (d) above shall be included in the cost of repairs under this subsection (e).

(f) **CLOSING SHALL CONSTITUTE ACCEPTANCE OF THE PROPERTY IN ITS THEN EXISTING CONDITION UNLESS PROVISION IS OTHERWISE MADE IN WRITING.**

**ALTERNATIVE 2:** (This Alternative applies ONLY if Alternative 2 is checked AND Buyer has paid the Option Fee.)

(a) **Property Investigation with Option to Terminate:** In consideration of the sum set forth in paragraph 4(c) paid by Buyer to Seller (not Escrow Agent) and other valuable consideration, the sufficiency of which is hereby acknowledged (the "Option Fee"), Buyer shall have the right to terminate this contract for any reason or no reason, whether related to the physical condition of the Property or otherwise, by delivering to Seller written notice of termination (the "Termination Notice") by 5:00 p.m. on \_\_\_\_\_, \_\_\_\_\_, **TIME BEING OF THE ESSENCE** (the "Option Termination Date"). At any time prior to Closing, Buyer shall have the right to inspect the Property at Buyer's expense (Buyer is advised to have all inspections/investigations of the Property, including but not limited to the \_\_\_\_\_, \_\_\_\_\_, Alternative 1, performed prior to the Option Termination Date).

(b) **Exercise of Option:** If Buyer delivers the Termination Notice prior to the Option Termination Date, **TIME BEING OF THE ESSENCE**, this contract shall become null and void and all earnest monies received in connection herewith shall be refunded to Buyer; however, the Option Fee will not be refunded and shall be retained by Seller. If Buyer fails to deliver the Termination Notice to Seller prior to the Option Termination Date, then Buyer will be deemed to have accepted the Property in its physical condition existing as of the Option Termination Date; provided such acceptance shall not constitute a waiver of any rights Buyer has under paragraphs 5, 6 or 7 above. The Option Fee is not refundable, is not a part of any earnest monies, and will be credited to the purchase price at Closing.

(c) **CLOSING SHALL CONSTITUTE ACCEPTANCE OF THE PROPERTY IN ITS THEN EXISTING CONDITION UNLESS PROVISION IS OTHERWISE MADE IN WRITING.**

\*\* **17. REASONABLE ACCESS/RESTORATION AND INDEMNITY:** Seller will provide reasonable access to the Property (including working existing utilities) through the earlier of Closing or possession by Buyer. Buyer and Buyer's agents and contractors shall have the right to enter upon the Property for the purpose of appraising and evaluating the Property, and performing the tests and inspections permitted in this contract. Buyer shall, at Buyer's expense, promptly repair any damage to the Property resulting from any activities of Buyer and Buyer's agents and contractors, but Buyer shall not be responsible for any damage caused by accepted practices either approved by the NC Home Inspector Licensure Board or applicable to any other NC licensed professional performing the inspection that reveal Necessary Repairs as defined under Alternative 1 of paragraph 16. Buyer will indemnify and hold Seller harmless from all loss, damage, claims, suits or costs, which shall arise out of any contract, agreement, or injury to any person or property as a result of any activities of Buyer and Buyer's agents and contractors relating to the Property except for any loss, damage, claim, suit or cost arising out of pre-existing conditions of the Property and/or out of Seller's negligence or willful acts or omissions. This repair obligation and indemnity shall survive this contract and any termination hereof. Buyer may conduct a walk-through inspection of the Property prior to Closing.

Buyer initials \_\_\_\_\_ Seller initials \_\_\_\_\_

**18. CLOSING:** Closing shall be defined as the date and time of recording of the deed and shall be on or before \_\_\_\_\_ (the "Closing Date"). All parties agree to execute any and all documents and papers necessary in connection with Closing and transfer of title on or before the Closing Date at a place and time designated by Buyer. The deed is to be made to \_\_\_\_\_ . Absent agreement to the contrary in this contract or any subsequent modification thereto, the following terms shall apply: If either party is unable to close by the Closing Date, then provided that the party is acting in good faith and with reasonable diligence to proceed to closing, such party shall be entitled to reasonable delay of the Closing Date and shall give as much notice as possible to the non delaying party and closing agent. In such event, however, either party for whom the Closing Date is delayed shall have a maximum of ten (10) days from the Closing Date, or any extension of the Closing Date agreed upon in writing, in which to close without payment of interest. Following expiration of the ten-day period, the party not ready to close shall be responsible for paying to the other party (if ready, willing and able to close) interest on the purchase price at the rate of eight percent (8%) per annum accruing from the end of the ten-day period until closing occurs or the contract is terminated. Should the delay in closing continue for more than thirty (30) days from the Closing Date or the last agreed upon extension of the Closing Date, then the non delaying party shall have the unilateral right to terminate the contract and receive the earnest money, but the right to such receipt shall not affect any other remedies available to the non delaying party for such breach.

**19. POSSESSION:** Unless otherwise provided herein, possession shall be delivered at Closing. In the event possession is NOT to be delivered at Closing:  a Buyer Possession Before Closing Agreement is attached OR  a Seller Possession After Closing Agreement is attached. Seller shall remove, by the date possession is made available to the Buyer, all personal property which is not a part of the purchase and all garbage and debris from the Property.

**20. OTHER PROVISIONS AND CONDITIONS:** CHECK ALL STANDARD ADDENDA THAT MAY BE A PART OF THIS CONTRACT, IF ANY, AND ATTACH HERETO. ITEMIZE ALL OTHER ADDENDA TO THIS CONTRACT, IF ANY, AND ATTACH HERETO. (NOTE: UNDER NORTH CAROLINA LAW, REAL ESTATE AGENTS ARE NOT PERMITTED TO DRAFT CONDITIONS OR CONTINGENCIES TO THIS CONTRACT.)

SAMPLE

- |   |  |
|---|--|
| <input type="checkbox"/> Additional Provisions Addendum (Form _____)  | <input type="checkbox"/> Loan Assumption Addendum (Form 2A6-T)                     |
| <input type="checkbox"/> Back-Up Contract Addendum (Form 2A1-T)   | <input type="checkbox"/> New Construction Addendum (Form 2A3-T)                    |
| <input type="checkbox"/> Contingent Sale Addendum (Form 2A2-T)  | <input type="checkbox"/> Owners' Association Disclosure And Addendum (Form 2A12-T) |
| <input type="checkbox"/> FHA/VA Financing Addendum (Form 2A4-T)   | <input type="checkbox"/> Seller Financing Addendum (Form 2A5-T)                    |
| <input type="checkbox"/> Insurance Availability/Affordability Addendum (Form 370-T) (NC Association of REALTORS® form only) | <input type="checkbox"/> Vacation Rental Addendum (Form 2A13-T)                    |

Lead-Based Paint Or Lead-Based Paint Hazard Addendum (Form 2A9-T)

OTHER: SELLER ADDENDA ARE ATTACHED TO AND OVERRIDE NORTH CAROLINA OFFER TO PURCHASE AND CONTRACT. UTILITIES TO BE TURNED ON IF PRACTICAL AT SOLE DISCRETION OF SELLER AND LISTING AGENT.

**21. RISK OF LOSS:** The risk of loss or damage by fire or other casualty prior to Closing shall be upon Seller. If the improvements on the Property are destroyed or materially damaged prior to Closing, Buyer may terminate this contract by written notice delivered to Seller or Seller's agent and all deposits shall be refunded to Buyer. In the event Buyer does NOT elect to terminate this contract, Buyer shall be entitled to receive, in addition to the Property, any of the Seller's insurance proceeds payable on account of the damage or destruction applicable to the Property being purchased. Seller is advised not to cancel existing insurance on the Property until after confirming recordation of the deed.

**22. ASSIGNMENTS:** This contract may not be assigned without the written consent of all parties, but if assigned by agreement, then this contract shall be binding on the assignee and his heirs and successors.

**23. TAX-DEFERRED EXCHANGE:** In the event Buyer or Seller desires to effect a tax-deferred exchange in connection with the conveyance of the Property, Buyer and Seller agree to cooperate in effecting such exchange; provided, however, that the exchanging party shall be responsible for all additional costs associated with such exchange, and provided further, that a non-exchanging party shall not assume any additional liability with respect to such tax-deferred exchange. Seller and Buyer shall execute such additional documents, at no cost to the non-exchanging party, as shall be required to give effect to this provision. (NOTE: If Alternative 2 under paragraph 16 of this contract will apply, Seller should seek advice concerning the taxation of the Option Fee.)

Buyer initials \_\_\_\_\_ Seller initials \_\_\_\_\_

**24. PARTIES:** This contract shall be binding upon and shall inure to the benefit of the parties, i.e., Buyer and Seller and their heirs, successors and assigns. As used herein, words in the singular include the plural and the masculine includes the feminine and neuter genders, as appropriate.

**25. SURVIVAL:** If any provision herein contained which by its nature and effect is required to be observed, kept or performed after the Closing, it shall survive the Closing and remain binding upon and for the benefit of the parties hereto until fully observed, kept or performed.

**26. ENTIRE AGREEMENT:** This contract contains the entire agreement of the parties and there are no representations, inducements or other provisions other than those expressed herein. All changes, additions or deletions hereto must be in writing and signed by all parties. Nothing contained herein shall alter any agreement between a REALTOR® or broker and Seller or Buyer as contained in any listing agreement, buyer agency agreement, or any other agency agreement between them.

**27. NOTICE AND EXECUTION:** Any notice or communication to be given to a party herein may be given to the party or to such party's agent. Any written notice or communication in connection with the transaction contemplated by this contract may be given to a party or a party's agent by sending or transmitting it to any mailing address, e-mail address or fax number set forth in the "Notice Address" section below. Seller and Buyer agree that the "Notice Information" and "Escrow Acknowledgment" sections below shall not constitute a material part of this Offer to Purchase and Contract, and that the addition or modification of any information therein shall not constitute a rejection of an offer or the creation of a counteroffer. This contract may be signed in multiple originals, all of which together constitute one and the same instrument, and the parties adopt the word "SEAL" beside their signatures below.

**28. COMPUTATION OF DAYS:** Unless otherwise provided, for purposes of this contract, the term "days" shall mean consecutive calendar days, including Saturdays, Sundays, and holidays, whether federal, state, local or religious. For the purposes of calculating days, the count of "days" shall begin on the day following the day upon which any act or notice as provided in this contract was required to be performed or made.

**SAMPLE**

Buyer  has  has not made an on-site personal examination of the Property prior to the making of this offer.

THE NORTH CAROLINA ASSOCIATION OF REALTORS®, INC. AND THE NORTH CAROLINA BAR ASSOCIATION MAKE NO REPRESENTATION AS TO THE LEGAL VALIDITY OR ADEQUACY OF ANY PROVISION OF THIS FORM IN ANY SPECIFIC TRANSACTION. IF YOU DO NOT UNDERSTAND THIS FORM OR FEEL THAT IT DOES NOT PROVIDE FOR YOUR LEGAL NEEDS, YOU SHOULD CONSULT A NORTH CAROLINA REAL ESTATE ATTORNEY BEFORE YOU SIGN IT.

Date: \_\_\_\_\_ Date: \_\_\_\_\_  
Buyer \_\_\_\_\_ (SEAL) Seller \_\_\_\_\_ (SEAL)  
OWNER OF RECORD  
Date: \_\_\_\_\_ Date: \_\_\_\_\_  
Buyer \_\_\_\_\_ (SEAL) Seller \_\_\_\_\_ (SEAL)

**NOTICE INFORMATION**

**NOTE:** INSERT THE ADDRESS AND/OR ELECTRONIC DELIVERY ADDRESS EACH PARTY AND AGENT APPROVES FOR THE RECEIPT OF ANY NOTICE CONTEMPLATED BY THIS CONTRACT. INSERT "N/A" FOR ANY WHICH ARE NOT APPROVED.

**BUYER NOTICE ADDRESS:** Mailing Address: \_\_\_\_\_  
Buyer Fax#: \_\_\_\_\_  
Buyer E-mail Address: \_\_\_\_\_

**SELLER NOTICE ADDRESS:** Mailing Address: \_\_\_\_\_  
Seller Fax#: \_\_\_\_\_  
Seller E-mail Address: \_\_\_\_\_

**SELLING AGENT NOTICE ADDRESS:**

Individual Selling Agent: \_\_\_\_\_

License #: \_\_\_\_\_

Firm Name: \_\_\_\_\_

Acting as  Buyer's Agent  Seller's (sub)Agent  Dual Agent

Mailing Address: \_\_\_\_\_

Selling Agent Fax#: \_\_\_\_\_

Selling Agent E-mail Address: \_\_\_\_\_

Selling Agent Phone#: \_\_\_\_\_

**SAMPLE**

**LISTING AGENT NOTICE ADDRESS:**

Individual Listing Agent: PAMELA WOODDELL

License #: 168434

Firm Name: LIVE OAK REAL ESTATE

Acting as  Seller's (sub)Agent  Dual Agent

Mailing Address: 5704 OLEANDER DRIVE, STE 110,

WILMINGTON, NC 28403

Listing Agent Fax#: (910) 791-4036

Listing Agent E-mail Address: pam@liveoakgroup.com

Listing Agent Phone#: (910) 795-0315

**ESCROW ACKNOWLEDGMENT**

**Escrow Agent acknowledges receipt of the earnest money and agrees to hold and disburse the same in accordance with the terms hereof.**

Date \_\_\_\_\_

Firm: LIVE OAK REAL ESTATE

By: \_\_\_\_\_

(Signature)