

Section 1 Summary Property Information

Property Address:	Asking Price: \$
Sale Agent Name & Contact Details:	Date Of Offer:

Section 2 Record Of The Offer

Amount of the offer: \$	Time offer lapses: AM/PM	Date offer lapses: / /
Deposit: % OR \$	Summary Of Settlement Terms: Balance Due _____ Days	
Other Notes:		

Subject to clauses (tick where appropriate):		Resolved
<input type="checkbox"/>	Subject to a solicitor reviewing the contract to the purchaser's satisfaction	
<input type="checkbox"/>	Subject to receiving all rental and other documentation to the purchaser's satisfaction	
<input type="checkbox"/>	Subject to finance approval	
<input type="checkbox"/>	Subject to a builder's report to the purchaser's satisfaction	
<input type="checkbox"/>	<i>Other</i>	

Record Of Follow Up Or Offer Revisions:			
Date	Note	Action required	Resolved

Offer to Purchase Real Estate

Purchaser's Name:	
Purchaser's Address:	
Purchaser's Contact Number:	
Property Address	
Amount Offered	\$
Terms	Deposit \$_____ & balance in _____ days.
Subject to <i>(*) indicates within 7 days of receiving a contract</i>	<input type="checkbox"/> a solicitor reviewing the contract to the purchaser's satisfaction*
	<input type="checkbox"/> receiving all rental and other documentation to the purchaser's satisfaction*
	<input type="checkbox"/> finance approval within 14 days of signing the sale contract
	<input type="checkbox"/> builder's report to the purchaser's satisfaction*
	<input type="checkbox"/> <i>other</i>
Offer Expiration	This offer is valid until:

Signed: _____ Dated: _____

Section 1 Summary Property Information

Property Address: <i>123 Smith Street, Aspen 3110</i>	Asking Price: \$72,500
Sale Agent Name & Contact Details: <i>Pauline - Ray Black 03 9999 8888</i>	Date Of Offer: <i>4/10/01</i>

Section 2 Record Of The Offer

Amount of the offer: \$67,500	Time offer lapses: 5 PM	Date offer lapses: 10/10/01
Deposit: 5% OR \$3,375	Summary Of Settlement Terms: Balance Due 30 Days	
Other Notes: <i>Nil</i>		

Subject to clauses (tick where appropriate):		Resolved
<input checked="" type="checkbox"/>	Subject to a solicitor reviewing the contract to the purchaser's satisfaction	
	Subject to receiving all rental and other documentation to the purchaser's satisfaction	
<input checked="" type="checkbox"/>	Subject to finance approval	
	Subject to a builder's report to the purchaser's satisfaction	
	Other	

Record Of Follow Up Or Offer Revisions:			
Date	Note	Action required	Resolved
<i>8/10</i>	<i>Agent called to say that the owner would take \$70,000</i>	<i>Final offer at \$69,000</i>	<input checked="" type="checkbox"/>
<i>10/10</i>	<i>Offer of \$69,000 ACCEPTED</i>	<i>Waiting to see contract</i>	

Offer to Purchase Real Estate

Purchaser's Name: <i>Steve McKnight</i>
Purchaser's Address: <i>1/111 Eleven Street, Aspen 3111</i>
Purchaser's Contact Number: <i>9999 8888</i>

Property Address	<i>123 Smith Street, Aspen 3110</i>		
Amount Offered	\$67,500		
Terms	Deposit \$3,375 & balance in 30 days.		
Subject to <small>(* indicates within 7 days of receiving a contract)</small>	<input checked="" type="checkbox"/>	a solicitor reviewing the contract to the purchaser's satisfaction*	
		receiving all rental and other documentation to the purchaser's satisfaction*	
	<input checked="" type="checkbox"/>	finance approval within 14 days of signing the sale contract	
		builder's report to the purchaser's satisfaction*	
		Other	
Offer Expiration	This offer is valid until: <i>5PM on 10 October 2001</i>		

Signed:

Steve McKnight

Dated:

4/10/01