



BUYER CONSULTATION • WEST MICHIGAN

Your Home-Buying Plan

A design-led, decision-focused approach from the first conversation through closing.

PORTRAIT BINDER EDITION

Created for a focused consultation, practical note-taking, and three-hole-punch filing.

Rebecca Vandebroek

FOUNDER • BROKER • DESIGNER

616.893.3060 • houseofcopperfox.com

YOUR ROADMAP

A clear path from first conversation to keys.

Every step is easier when the decisions, responsibilities, and deadlines are visible from the beginning.

01

Prepare

Clarify goals and timing.
Set a comfortable budget.
Review agency,
compensation, and
preapproval.

02

Search

Build a focused property
brief. Tour with a
scorecard. Verify facts,
boundaries, and
tradeoffs.

03

Close

Structure the offer.
Complete due diligence.
Coordinate lender, title,
walkthrough, and closing.

BRING TO YOUR BUYER CONSULTATION

- | | |
|--|---|
| ☐ Approximate purchase timing | ☐ Preferred areas and commute needs |
| ☐ Preapproval or lender contact, if available | ☐ Estimated cash available for closing |
| ☐ Must-haves and deal-breakers | ☐ Current housing or sale contingency |

HOW TO USE THIS PACKET

Write directly in the worksheets. Revisit your priorities after the first few tours. The goal is not to preserve your first answer; it is to make each decision more informed.

YOUR PRIMARY GOAL

REPRESENTATION

Representation starts with clarity.

Michigan agency disclosure explains whom a licensee represents before you share confidential information. A written buyer agreement then records the services, term, and compensation you select.

BUYER-AGENT DUTIES

- Reasonable care and skill
- Loyalty to your interests
- Confidentiality, subject to law and permission
- Offer, counteroffer, and negotiation support
- Transaction assistance through closing
- Referrals when specialized advice is needed

WRITTEN BUYER AGREEMENT

Before touring a home with a REALTOR®, you will generally be asked to sign an agreement that identifies the services, duration, termination terms, and compensation. Open houses you visit independently and initial conversations about services do not require that agreement.

COMPENSATION • NO SURPRISES

Compensation is negotiable and is not set by law. The agreement should state a clear amount or method—not an open-ended range. Seller or listing-broker compensation may be available, and a seller contribution may be requested. Your agreement explains any buyer responsibility that remains.

01

Agree before touring

Review services, duration, termination, and compensation before entering the relationship.

02

Check each property

Confirm any outside compensation and the expected effect before submitting an offer.

Sources: Michigan Compiled Laws §339.2517 and the National Association of REALTORS® Consumer Guide to Written Buyer Agreements. The signed documents control.

THE COPPER FOX DIFFERENCE

A thoughtful advantage at every decision point.

The goal is not to show you more houses. It is to help you recognize the right home, understand the tradeoffs, and protect the transaction.

DECISION FRAMEWORK

Budget, priorities, tradeoffs, and timing become a shared plan before the search expands.

DESIGN-LED ANALYSIS

See layout potential, renovation implications, finish quality, and resale flexibility without losing sight of cost.

LOCAL CONTEXT

Ada, Cascade, and the Forest Hills Public Schools area are explained with precise boundary language.

OFFER STRATEGY

Price, timing, financing, contingencies, and seller priorities are considered together.

RISK VISIBILITY

Inspection, appraisal, title, financing, and cash-to-close risks are made explicit before decisions.

FULL COORDINATION

Your lender, inspector, title team, and contract deadlines stay connected through closing and beyond.

THE STANDARD

You should understand what you are deciding, why it matters, what it could cost, and which written document controls the outcome.

WHAT WOULD MAKE THIS MOVE SUCCESSFUL?

WHAT WOULD MAKE YOU WALK AWAY?

PREPARE

Define your decision framework.

Separate needs from preferences before listings and emotions begin competing for attention.

01

Comfortable budget
Monthly comfort · cash to close · reserves · renovation allowance · ownership costs.

02

Location priorities
Commute · community · setting · services · verified school attendance information.

03

Property brief
Type · bedrooms · baths · lot · garage · systems · accessibility · renovation tolerance.

04

Future fit
Expected hold period · family changes · remote work · maintenance capacity · resale flexibility.



CHOOSE THE TRADEOFFS
A home does not need to be perfect. It needs to fit the priorities that matter most and leave acceptable room for change.

COMFORTABLE MONTHLY RANGE

TARGET TIMING

AVAILABLE CASH + DESIRED RESERVE

EXPECTED YEARS IN THE HOME

PROPERTY BRIEF

Name the priorities before you negotiate them.

Use three categories: required, preferred, and flexible. A feature should be “required” only if the home cannot work without it.

MUST HAVE

STRONGLY PREFER

FLEXIBLE / CAN CHANGE

HOME + LOT

- ☐ Property type and architectural style
- ☐ Bedrooms, baths, and accessibility
- ☐ Garage, parking, and storage
- ☐ Lot, setting, privacy, and outdoor use
- ☐ Renovation and maintenance tolerance

LOCATION + DAILY LIFE

- ☐ Commute or travel radius
- ☐ Community and setting preferences
- ☐ Services, recreation, and conveniences
- ☐ Verified school attendance information
- ☐ Future resale flexibility

THE ONE TRADEOFF I DO NOT WANT TO MAKE

THE SEARCH

Search smarter, not wider.

A focused search reduces noise, protects your time, and improves the quality of each comparison.

01

Calibrate

Review examples and align the search to actual budget and acceptable tradeoffs.

02

Curate

Prioritize listings most likely to change your decision—not every available home.

03

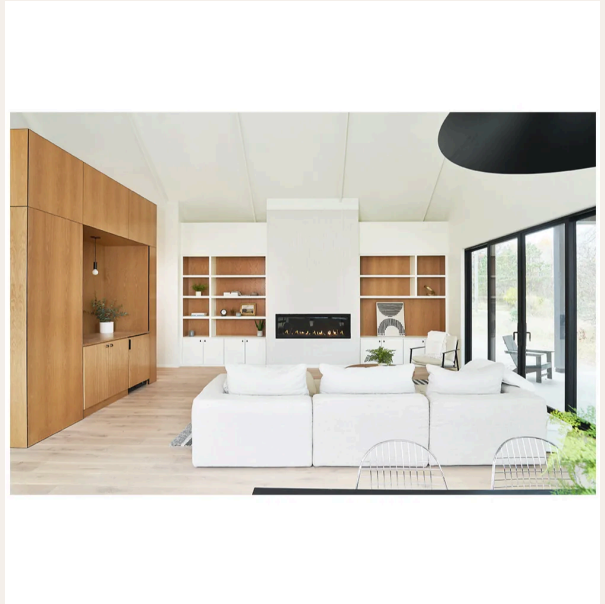
Verify

Confirm property facts, boundaries, taxes, restrictions, and known material information.

04

Compare

Use a consistent scorecard so one finish or feature does not outweigh the whole property.

**LOCAL LANGUAGE THAT STAYS PRECISE**

Ada and Cascade are the primary market names. Forest Hills is described as the Forest Hills Public Schools area. Attendance boundaries can change and should be verified through official sources for a specific address.

SEARCH AREA NOTES

TOUR WITH INTENTION

Look past the staging. Record the decision.

Use the same questions for each home so your comparison reflects condition, function, location, and cost—not just first impressions.

PROPERTY ADDRESS

DATE + TOUR NUMBER

LENS	WHAT TO OBSERVE	FIT
Location	Setting, commute, traffic, services, and verified attendance information	1 2 3 4 5
Layout	Flow, natural light, storage, furniture fit, accessibility, and daily routines	1 2 3 4 5
Systems	Roof, mechanicals, electrical, plumbing, water, septic or sewer where applicable	1 2 3 4 5
Condition	Deferred maintenance, moisture clues, workmanship, permits, and disclosures	1 2 3 4 5
Potential	Renovation scope, likely sequence, design opportunity, and resale flexibility	1 2 3 4 5

TOP THREE STRENGTHS

TOP THREE CONCERNS

EMOTIONAL FIT

1 2 3 4 5

FINANCIAL FIT

1 2 3 4 5

NEXT STEP

Pass · Revisit · Offer

Paint and furniture can change. Lot, location, floor plan, natural light, and major systems are harder or more expensive to change.

THE COPPER FOX OFFER ADVANTAGE

A strong offer is more than a price.

We learn what matters to the seller, coordinate with your lender, and balance competitiveness with the protections you value.

PRICE + VALUE

Comparable evidence, property condition, market context, and your walk-away limit.

FINANCING

Approval strength, down payment, lender responsiveness, and cash position.

INSPECTION

Scope, timing, thresholds, and any pre-inspection completed before the offer.

APPRAISAL

Protection, gap limits, available cash, and lender requirements.

TIMING

Closing date, possession, occupancy, and response deadlines.

CONCESSIONS

Closing-cost requests, buydowns, repairs, and lender-permitted credits.

**BEFORE WE WRITE**

What is the competitive landscape? Which terms matter most to this seller? Where can we strengthen without creating unacceptable financial or contractual risk?

MY WALK-AWAY LIMITS

STRATEGIC TERMS

Every advantage carries a tradeoff.

The right strategy depends on the property, competition, financing, available cash, and your tolerance for risk.

TERM	POTENTIAL ADVANTAGE	WHAT YOU ACCEPT OR LIMIT
Appraisal gap	Can strengthen a financed offer when value is uncertain.	May require additional cash if appraisal is below price; use a defined cap.
Pre-inspection	Provides professional information before the offer deadline.	Upfront inspection cost and no guarantee every issue is found.
Modified inspection	Can improve certainty for the seller.	May narrow renegotiation or cancellation rights; exact language matters.
Seller concession	May reduce cash needed for allowed costs or a rate buydown.	Subject to loan and appraisal rules; seller evaluates net proceeds.

DECISION STANDARD

Strengthen the offer only where the benefit is worth the financial or contractual risk. The purchase agreement—not this summary—defines the actual rights, deadlines, and obligations.

TERMS I AM OPEN TO DISCUSSING

PROTECTIONS I DO NOT WANT TO REDUCE

UNDER CONTRACT

From accepted offer to closing.

The purchase agreement sets the deadlines. We coordinate the moving pieces and keep each decision tied to the contract.

01

Deposit + setup

Deliver earnest money as required. Confirm lender, title, contact information, and deadline calendar.

02

Inspection

Complete the agreed due diligence. Review findings and make the decision allowed by the contract.

03

Financing

Submit requested documents quickly and avoid financial changes without lender guidance.

04

Appraisal

The lender obtains a value opinion. Address any shortfall according to the contract and financing.

05

Title + insurance

Review the title commitment, resolve requirements, and place homeowners coverage by the lender's deadline.

06

Walkthrough + close

Verify condition and agreed work, review final figures, sign, fund, and receive possession as agreed.

THREE RULES DURING UNDERWRITING

Keep financial documents current. Avoid new debt, employment changes, or major account transfers without lender guidance. Verify every wiring instruction independently using a trusted phone number.

QUESTIONS ABOUT THE CONTRACT TIMELINE

DUE DILIGENCE

Use the right professional for each question.

Your real estate broker coordinates the transaction but does not replace licensed inspectors, attorneys, lenders, tax professionals, engineers, or other specialists.

HOME INSPECTION

Evaluate visible conditions and systems within the inspector's scope. Specialized follow-up may be appropriate.

APPRAISAL + LENDING

The lender evaluates collateral and underwriting. An appraisal is not a home inspection or a guarantee of future value.

TITLE + SURVEY

Review ownership, liens, exceptions, access, boundaries, and survey questions with the title team or attorney.

INSURANCE

Confirm insurability, premiums, deductibles, exclusions, and any special flood, water, or property requirements.

CONDOMINIUM / ASSOCIATION

Review governing documents, budgets, reserves, assessments, restrictions, and approval requirements.

LEAD + ENVIRONMENTAL

For most pre-1978 housing, federal lead disclosures and an inspection opportunity apply. Other concerns may require specialized testing.

FAIR HOUSING + LOCATION RESEARCH

Housing decisions must be made without discrimination based on protected characteristics. We provide objective sources for property, municipal, and attendance-boundary information rather than characterizing who lives in an area.

Sources: U.S. Environmental Protection Agency lead-disclosure guidance and U.S. Department of Housing and Urban Development Fair Housing Act overview.

FINAL PREPARATION

Your closing checklist.

Closing logistics vary. Confirm the exact time, location, funds, identification, and possession terms with the title company and your lender.

BEFORE THE FINAL WALKTHROUGH

- ☐ Review agreed repairs and receipts
- ☐ Confirm included items remain
- ☐ Check utilities and major fixtures
- ☐ Compare condition with prior visits
- ☐ Raise concerns before closing

BEFORE SIGNING

- ☐ Review final closing disclosure and cash needed
- ☐ Verify wiring instructions independently
- ☐ Bring approved identification
- ☐ Confirm insurance is active
- ☐ Confirm possession and key delivery

AFTER CLOSING

- | | |
|--|---|
| ☐ Store signed documents securely | ☐ Change locks and access codes |
| ☐ Transfer or confirm utilities | ☐ Update mailing and insurance records |
| ☐ Note maintenance and warranty dates | ☐ Ask before responding to deed-copy solicitations |

WIRE-FRAUD SAFEGUARD

Do not rely on emailed wiring instructions alone. Call a previously verified title-company number and confirm every digit before sending funds.

QUESTIONS + NOTES

Use this page during our consultation.

The best plan begins with the questions that could materially change your timing, budget, or preferred protections.

QUESTION 01

QUESTION 02

QUESTION 03

FOLLOW-UP ITEMS

A USEFUL TEST

Before making a significant decision, ask: What am I agreeing to? What could it cost? What protection changes? Which written document controls?

YOUR NEXT STEP

Let's build your buying plan.

A focused consultation will clarify your timing, budget, representation, search priorities, and the decisions that deserve the most preparation.



Rebecca Vandebroek

FOUNDER · BROKER · DESIGNER

616.893.3060

rebecca@copperfoxre.com

houseofcopperfox.com/contact

LICENSE INFORMATION

Copper Fox Real Estate LLC

Michigan Brokerage License 6505433856

Rebecca Vandebroek

Michigan Real Estate Broker 6502433969

BUYER AGREEMENTS + COMPENSATION

[NAR Consumer Guide >>](#)

MICHIGAN AGENCY DISCLOSURE

[Michigan MCL 339.2517 >>](#)

LEAD DISCLOSURES

[U.S. EPA Guidance >>](#)

FAIR HOUSING

[U.S. HUD Overview >>](#)

EDUCATIONAL OVERVIEW · NOT LEGAL OR TAX ADVICE

This packet summarizes a typical Michigan buyer process. The signed agreements and transaction-specific documents control. Obtain legal, tax, lending, inspection, insurance, title, and other specialized advice when appropriate.

EQUAL HOUSING OPPORTUNITY



THE BUYER'S COMPANION

Purchase Agreement Explained

*A clear explanation of the choices, responsibilities and timing
behind your offer.*

38 NUMBERED SECTIONS • PLUS FORM FIELDS

Read this alongside the supplied Michigan Regional Purchase Agreement, revision 3/2026. Its numbering is retained so you can find the matching paragraph.

Educational guidance. Not legal advice or a replacement contract. Signed documents control.

Rebecca Vandenbroek

FOUNDER • BROKER • DESIGNER

616.893.3060 • houseofcopperfox.com

START HERE

Clarity before commitment.

Read this alongside your actual purchase agreement. Each number follows the matching paragraph in the supplied form. The meaning explains the purpose; the details explain the choices; timing points identify the printed clocks; the final question helps you discuss your offer with Rebecca and your professional team.

THE CONTRACT — NOT THIS GUIDE — CONTROLS

Educational companion—not legal or tax advice, not a purchase agreement, and not an amendment. Explanations follow the supplied blank March 2026 form. Your signed agreement, completed blanks, selected boxes, written exceptions, disclosures and addenda control. Have a Michigan real estate attorney review this guide and your transaction when appropriate before relying on a legal right, notice, waiver or deadline. No client-specific deadline has been calculated.

Five things to keep in view

01 • THE EFFECTIVE DATE

It is linked to delivery of acceptance—not automatically your first signature. See paragraph 1.

02 • A BLANK IS A DECISION

Amounts, dates, loan terms, selections and exception lines must be completed for your offer. No client-specific terms are filled in here.

03 • THE NOTICE MUST BE RIGHT

Several protections depend on timely written notice or a buyer-signed addendum. A call or unfinished request is not automatically the required action.

04 • SILENCE CAN HAVE CONSEQUENCES

In appraisal, inspection, well/septic, title and survey clauses, missed action periods can mean deemed acceptance or proceeding to closing.

05 • REFUNDS ARE CONDITIONAL

A stated termination right is not a universal money-back guarantee. Valid grounds, timing, written notices, fault and escrow/disbursement procedures matter.

WHEN A QUESTION NEEDS MORE

Rebecca can orient you to the transaction. A Michigan attorney, lender, assessor, inspector, title professional or other specialist should address matters within their expertise.

HOW TO PRINT Portrait US Letter. Print at actual size. Interior content has a 1.10-inch left binding margin; the cover keeps a 0.75-inch non-content binding strip. This layout is for single-sided, left-edge three-hole-punch filing, not mirrored duplex binding.

YOUR READING MAP

Find the paragraph you need.

1. Effective Date
2. Agency Disclosure
3. Seller's Disclosure Statement
4. Lead-Based Paint Addendum
5. Property Description
6. Purchase Price
7. Seller Concessions
8. Terms and financing
9. Appraisal
10. Contingencies: Your Other Property
11. Fixtures & Improvements
12. Rented Items
13. Heating and Cooking Fuels
14. Assessments
15. Property Taxes
16. Well/Septic
17. Inspections & Investigations
18. Title Insurance
19. Property Survey
20. Municipal Compliances
21. Home Protection Plan
22. Prorations
23. Closing
24. Pre-Closing Walk-Through
25. Possession
26. Earnest Money Deposit
27. Professional Advice
28. Disclosure of Information
29. Other Provisions
30. Mergers and Integrations
31. Fax/Electronic Distribution and Electronic Signatures
32. Wire Fraud
33. Expiration
34. Buyer's Approval and Acknowledgment
35. Seller's Response
36. Seller's Acceptance and Acknowledgment
37. Buyer's Receipt/Acceptance
38. Seller's Receipt

KEEP A COMPLETE COPY

The agreement has seven pages and can include separate disclosures, financing documents and addenda. Read every exception and attachment. This companion explains the supplied blank version; it does not state that your contract has those exact terms.

BEFORE PARAGRAPH 1

The fields around the clauses.

Offer date/time, agreement number and MLS number

These identify the offer version and listing record. The top date/time is not automatically the Effective Date. Use the actual property and version, not a placeholder copied from another transaction.

Selling office, listing office and agent contact fields

These identify the offices and agents involved. The selling office may represent the buyer; paragraph 2 determines the disclosed role. Confirm the primary/alternate agent email addresses before sending notices.

Property address, date/time repeated on later pages

The repeated identifiers connect each page to the same transaction. Review the complete seven-page agreement plus attached disclosures and signed addenda; keep pages and versions together.

Buyer and seller initials

Initial blocks acknowledge review of the relevant pages. They do not replace every required signature or prove that an acceptance was delivered. Follow the signing instructions for the actual agreement.

Exception lines and attachments

An exception or signed addendum may change a printed default, a responsibility or a deadline. Read it with the affected clause. An empty blank is not a recommendation or permission to invent a term.

Final signature and receipt blocks

Paragraphs 34–38 distinguish buyer offer approval, seller response, seller acceptance, buyer acceptance of a counteroffer, and seller receipt. Date/time and proof of delivery affect the contract chain; see those numbered explanations.

READ ALONG WITH YOUR OFFER

The agreement, in plain language.

The following numbered explanations match the form, including clauses that continue onto another page. Timing points are form-specific and may be modified by the actual signed agreement.

1. Effective Date

SOURCE FORM · PAGE 1

This is the contract's starting point—not necessarily the day you sign an offer. It is the day an acceptance is delivered to the other party or that party's agent, including acceptance of a counteroffer.

What the choices mean

In this form, days mean calendar days, so weekends and holidays are not automatically excluded. The first calendar day starts at 12:01 a.m. on the day after the Effective Date. Time means the local time where the property is located.

A period stated in hours is not automatically the same as a period stated in days. Some other clauses start their clock when you receive a report, not on the Effective Date.

Timing & consequences

Have the actual delivery date/time and all receipt-based periods recorded with your agent. This guide does not calculate or extend your transaction deadlines.

A QUESTION TO REVIEW

What is our documented Effective Date, and which deadlines start from later receipt of a document?

2. Agency Disclosure

SOURCE FORM · PAGE 1

This records who the licensee represents and acknowledges the separate agency disclosure. The label 'selling office' does not mean that the office represents the seller; check the selected role.

What the choices mean

Seller's agent/subagent works for the seller. Buyer's agent works for the buyer. Dual agency means representing both sides with both parties' informed written consent and limitations on representation. A transaction coordinator assists without acting as either party's agent.

The primary/alternate agent names and emails identify the contacts involved. This clause is not itself a negotiated buyer-agency compensation agreement. Michigan's disclosure statute requires explanation before confidential transaction information is shared.

Timing & consequences

No fixed day count is printed here. The agency disclosure and any required written consent must be handled at the appropriate stage.

A QUESTION TO REVIEW

Which role is checked, and what does that mean for who may receive my confidential information?

3. Seller's Disclosure Statement

SOURCE FORM · PAGE 1

For covered one-to-four-unit residential sales, this identifies whether you already received the seller's condition disclosure, have not received it, or the seller claims an exemption. The statement reports the seller's knowledge; it is not a warranty or a substitute for inspection.

What the choices mean

If received, record the statement's date. If not received, this form provides written termination before receipt and describes a written termination period after receipt: 72 hours for in-person delivery or 120 hours for registered mail. Record any exceptions rather than assuming all boxes have the same effect.

The Michigan statute ties these statutory after-delivery rights to required disclosures or amendments delivered after a binding agreement, recognizes exemptions, and ends the statutory termination right upon transfer by deed or installment contract. Confirm the interaction of your selected contract language, delivery method, and law with counsel—do not assume an email creates a particular 72/120-hour rule.

The seller agrees in this form to promptly notify you in writing of changes to the disclosure's content.

Timing & consequences

Use the actual receipt event and applicable written-notice rule. Having already received a disclosure is not a promise of a new cancellation window after every offer.

A QUESTION TO REVIEW

Which receipt/exemption box is correct, what changed, and how will any applicable notice deadline be documented?

4. Lead-Based Paint Addendum

SOURCE FORM · PAGE 1

The form calls for an attached lead disclosure for homes built before 1978. That addendum becomes part of the agreement and is separate from your general home inspection.

What the choices mean

Federal rules apply to most pre-1978 housing, with exemptions. Buyers should receive the required pamphlet, known lead information and available records, and the disclosure acknowledgment before signing where the rule applies.

EPA describes a ten-day lead inspection/risk-assessment opportunity; parties may agree in writing to a different period, or the buyer may waive that opportunity. Review the actual addendum rather than assuming ten days overrides every other deadline or is a general inspection period.

Timing & consequences

Check the lead addendum's selected inspection period and any written changes/waiver. This main-form paragraph does not print its own response procedure.

A QUESTION TO REVIEW

Does the home require this addendum, and what lead evaluation opportunity am I keeping or changing?

5. Property Description

SOURCE FORM · PAGE 1

This identifies exactly what land you are offering to buy. The mailing address alone may not describe the correct municipality or all parcels being transferred.

What the choices mean

Confirm city/village/township, county, full mailing address, legal description, and every tax parcel ID. A legal description is the formal description used in ownership records; the parcel number identifies a tax record.

Check boundaries with title/survey professionals.

For unplatted land, the division-rights blank concerns rights under the Michigan Land Division Act. Leaving it blank keeps the stated rights with the seller's retained parent-parcel remainder; inserting a number does not warrant those divisions are available. Seller retains available divisions beyond the inserted number.

If the sale creates a new division, seller obligations are conditional on municipal approval by the filled-in date. For local research, Ada and Cascade are familiar market names; the Forest Hills Public Schools area is a district spanning communities, not a municipality.

Timing & consequences

The new-division municipal approval date is a transaction-specific blank; do not invent one. The division provisions apply only if relevant to the land.

A QUESTION TO REVIEW

Do the legal description and parcel IDs include everything I expect, and does any proposed division need municipal/legal review?

6. Purchase Price

SOURCE FORM · PAGE 1

This is the amount offered for the property, written in U.S. dollars. It is not necessarily the total amount of cash you need at closing.

What the choices mean

Verify the numerical amount and any written-out amount agree. Financing, deposit credit, seller concessions, taxes, prorations and other costs can change the final cash-to-close figure without being included in this single price field.

Timing & consequences

No separate deadline is printed in this paragraph; payment is governed by the selected financing and closing provisions.

A QUESTION TO REVIEW

Does the price match the offer I authorized, and has my lender estimated the separate cash-to-close requirement?

7. Seller Concessions

SOURCE FORM · PAGE 1

This blank states any agreed seller contribution or other concession. It is not automatically a price reduction or an unlimited payment of all buyer expenses.

What the choices mean

Describe the amount or calculation and intended purpose clearly, such as permitted closing costs. Ask the lender how financing limits and actual eligible costs affect what can be used. Do not assume an unused credit is cash payable to you.

Any buyer-broker compensation or other negotiated contribution should be documented expressly in the appropriate signed documents, not inferred from an empty concession field.

Timing & consequences

No standard amount or separate deadline is printed here. Written exceptions and lender/program conditions can affect the result.

A QUESTION TO REVIEW

Exactly what will the seller pay, and can my financing use that amount for the stated purpose?

8. Terms and financing

SOURCE FORM · PAGE 1-2

Only a purchase-funding term marked with an X applies. Buyer represents that funds needed to close on the stated terms are currently available in cash or an equally liquid equivalent; the chosen route and its blanks, selections, and exceptions state how payment is to work.

What the choices mean

Cash: Buyer pays the full purchase price on execution and delivery of the warranty deed, provides Buyer's Agent/Dual Agent proof of funds, and consents to disclosure to Seller and/or Seller's Agent. Buyer must arrange and pay for any required appraisal.

New mortgage: Payment is contingent on Buyer obtaining, by closing, the completed loan type and term (years), for the completed percentage of purchase price, at no more than the completed annual rate at application. Buyer applies within the completed number of days after the Effective Date, pays lender-customary application-processing charges, and agrees not to impair Buyer's credit after that date. Select Seller or Buyer as payer and complete the cap for financing-required repairs. Select whether Buyer authorizes the Buyer's Agent/Dual Agent to get lender information and disclose it to Seller and/or Seller's Agent; exceptions may change these terms.

Seller financing: Choose a contract or purchase-money mortgage. Complete the amount due on execution/delivery, attached finance-form name/type and revision date, financed balance, minimum monthly payment, annual interest, balloon months, and exceptions. Interest starts at closing; the first payment is due 30 days after closing. Buyer supplies a credit report and pays for any required appraisal.

Equity: Choose formal or informal assumption, then warranty deed subject to the existing mortgage or assignment of vendee interest in a land contract. Buyer pays the approximate difference between price and unpaid debt, assumes and pays that debt, and reimburses Seller for accumulated tax/insurance escrow funds, if any; Buyer pays for any required appraisal. The form does not define the formal/informal difference or decide lender permission or a due-on-sale result—ask whether lender consent is required and review the existing debt documents. “Other” and exceptions can add terms. No stated default fills an empty financing blank; unmarked terms do not apply.

Timing & consequences

Section 1 makes day periods calendar days: day 1 begins at 12:01 a.m. the day after the Effective Date, in the Property's local time. Cash proof is due within 5 days; until it is received, Seller may terminate by written notice. For cash, seller financing, and equity, Buyer must arrange and pay for any required appraisal within 10 days. The mortgage-application deadline is the completed day blank; the loan deadline is closing. Seller-financing credit is due within 72 hours after the Effective Date (an hourly clock). If Seller finds it unacceptable after receipt, or Buyer misses that deadline, the form gives Seller a 48-hour termination right. Seller-financing first payment is 30 days after closing; the balloon is due after the completed months. Section 8 has no signed-proposal/addendum process, deemed-acceptance rule, or additional receipt-based response clock.

A QUESTION TO REVIEW

Which funding choice is marked, and are its loan, repair-cap, payment, finance-form, appraisal, consent, exception, and deadline blanks completed consistently?

9. Appraisal

SOURCE FORM · PAGE 2

This clause gives Buyer a limited response process if an Appraisal from Buyer or Buyer's lender values the Property below the Purchase Price. Buyer can end the Agreement or propose a change, but inaction has deemed-acceptance and closing consequences.

What the choices mean

The trigger is an Appraisal value below the Purchase Price. Buyer may send Seller written termination notice, with a stated refund of Buyer's Earnest Money Deposit, or make a written proposal to Seller. The proposal must be an addendum signed by Buyer to be effective.

Seller may negotiate, do nothing, or accept Buyer's addendum by written notice to Buyer. The blank Exceptions field can modify this process if completed.

Timing & consequences

Days are calendar days under section 1, and local property time applies. These are receipt-based clocks, not Effective-Date periods: within three (3) days after Buyer receives the Appraisal, Buyer must give written termination notice or deliver the signed written addendum, or Buyer is deemed to have accepted the Appraisal as-is. After Seller receives Buyer's addendum, Seller has three (3) days to respond or reach a mutually agreeable resolution; otherwise Seller is deemed to have rejected it. Buyer then has three (3) days to give written termination notice and receive a refund of any Earnest Money Deposit; otherwise, Buyer proceeds to closing under the Agreement's terms.

A QUESTION TO REVIEW

If the Appraisal is below the Purchase Price, what written outcome would Buyer want to preserve before the first three-day receipt-based period expires?

10. Contingencies: Your Other Property

SOURCE FORM · PAGE 2

This controls whether buying this home depends on selling or closing on another property you own. Choose the correct option; being able to afford both homes is different from having a contract protection tied to a sale.

What the choices mean

Not contingent means the purchase is not conditioned on selling/exchanging your other property. Contingent upon closing means there is already a sale/exchange agreement, with a copy delivered with this offer. If that transaction ends, notify the seller immediately; either party may terminate in writing within three days of your notice, with deposit refund if terminated under this clause.

Contingent upon sale and closing means you still need a binding sale/exchange and its closing by the filled-in date. Until you obtain and deliver a binding agreement, this form permits continued marketing and a sale contract with another purchaser on terms the seller chooses. That event automatically terminates your agreement, with prompt notice and a deposit refund. It does not print a guaranteed matching or 'kick-out' response opportunity.

Property address, deadline and written exceptions can change how the selected protection works.

Timing & consequences

The closing-only option uses the three-day written termination period after buyer notice. The sale-and-closing option uses the entered deadline and the seller's competing-contract provision.

A QUESTION TO REVIEW

Am I dependent on another sale, which option covers that dependency, and can the seller replace this contract?

11. Fixtures & Improvements

SOURCE FORM · PAGE 3

This describes what stays with the property. Fixtures are generally attached items; do not assume every appliance, decoration or piece of furniture seen during a showing is included.

What the choices mean

The form's broad list includes buildings, landscaping, attached smart/security equipment, lighting, blinds, built-in appliances, attached mirrors/shelves/TV brackets, heating and water equipment, certain pool equipment, fencing, sprinklers, garage controls and other permanently affixed items, unless rented. Read its complete list alongside the actual home.

Use 'also includes' for additional items and 'does not include' for exclusions. Specify freestanding refrigerator, washer/dryer, televisions, decorative pieces or other disputed items individually. A TV mounting bracket is not the same thing as the television. Rented equipment is addressed separately in paragraph 12.

Timing & consequences

No separate period is printed here. Check agreed items against the final walkthrough and possession terms.

A QUESTION TO REVIEW

Which appliances and specific fixtures do I expect to stay, and are the inclusion/exclusion blanks explicit?

12. Rented Items

SOURCE FORM · PAGE 3

Equipment at the house may be leased rather than owned, such as a propane tank, water softener or security system. Its presence does not mean ownership transfers free of obligations.

What the choices mean

Seller must provide copies of rental agreements showing terms and payment obligations within three days of the Effective Date. If none are provided within that period, this form treats seller as representing that no fixtures/improvements are rented.

Review any supplied agreements for costs, ownership, transfer/termination terms and acceptability under paragraph 17. The three-day document requirement is not itself a three-day buyer cancellation window.

Timing & consequences

Seller's rental-agreement delivery period is three calendar days after the Effective Date; buyer investigation rights follow the actual inspection/investigation clause.

A QUESTION TO REVIEW

Are any items rented, and will I be responsible for a lease, transfer charge or service contract?

13. Heating and Cooking Fuels

SOURCE FORM · PAGE 3

This allocates liquid heating/cooking fuel stored in tanks. Fuel transfers at possession unless use is metered; metered usage is excluded by this clause.

What the choices mean

Seller must maintain an operational level and at least ten percent at possession, unless the tanks are already empty. Seller may consume fuel normally but may not otherwise remove it. The exceptions blank can change these terms; rented tank ownership is a separate issue.

Timing & consequences

The fuel-level requirement is measured at possession, which may be later than closing.

A QUESTION TO REVIEW

Which tanks and fuels exist, what level is currently present, and have any exceptions been written?

14. Assessments

SOURCE FORM · PAGE 3

Special assessments are charges for particular improvements or association obligations, separate from ordinary property taxes. This choice can determine whether a future balance becomes your responsibility.

What the choices mean

One option makes seller pay the entire balance of assessments due/payable on or before closing, despite installment arrangements, but excepts future public-utility connection fees. The other makes seller pay only installments due/payable by closing and assigns later installments to buyer.

Seller must continue disclosing known pending assessments not previously disclosed in writing, including mandatory utility connections/benefit charges and condominium special assessments.

Timing & consequences

Payment allocation is tied to closing and the selected option. The seller's known-pending-assessment disclosure duty continues through closing.

A QUESTION TO REVIEW

Are there known or pending assessments, what is the balance, and am I assuming future installments or connection charges?

15. Property Taxes

SOURCE FORM · PAGE 3

Section 15 divides property-tax responsibility at closing according to the marked option. Buyer should not assume Seller's current bills predict future bills; the local assessor has state equalized value, principal-residence-exemption, and other tax information, and real-property tax obligations can change significantly upon transfer.

What the choices mean

Seller pays taxes billed before the bills addressed below; Buyer pays taxes billed after them. Under No proration, fill in the summer- and winter-tax years and select Buyer or Seller for each bill. The form provides neither payer nor year if those fields are blank.

Calendar Year Proration includes all taxes billed or to be billed in the closing year. If needed, estimate levies using closing-day taxable value and millage rate(s), calculate per diem, and prorate to closing; Seller pays January 1 through the day before closing.

Fiscal Year Proration requires selecting taxes paid in advance or arrears. Treat the fiscal year as 12 months from billing; if needed, estimate using closing-day taxable value and millage rate(s), calculate per diem, and prorate to closing, with Seller paying through the day before closing. That selection is an accounting basis, not an automatic tax benefit. A completed Exceptions blank can change these allocations.

Timing & consequences

Section 15 has no day, hourly, receipt-based, written-notice, signed-proposal/addendum, response, termination, refund, or deemed-acceptance deadline; its cutoffs concern tax bills and closing. Under Section 1, stated days are calendar days: Day 1 starts at 12:01 a.m. local Property time on the day after the Effective Date. No Section 15 period uses that clock.

A QUESTION TO REVIEW

Which of the three choices is marked, and, if No proration applies, are both tax years and each bill's payer completed, with any intended exception written in?

16. Well/Septic

SOURCE FORM · PAGE 3-4

This clause assigns the checked party, Seller or Buyer, to arrange and pay for a well-and-septic inspection. A report Buyer finds unsatisfactory, or one failing county standards that are a condition of sale, starts a short written termination-or-correction process; missed periods can mean acceptance as-is or proceeding to closing.

What the choices mean

The work covers the primary well used for human consumption, including water-quality testing for coliform bacteria and nitrates, and septic systems in use. A qualified inspector must perform it under county protocol, or another applicable local-government authority's protocol.

Buyer may terminate and receive the stated Earnest Money Deposit refund, or propose corrections. A correction proposal is effective only as a Buyer-signed addendum. Seller may negotiate, do nothing, or accept by written notice. The Exceptions blank can change these terms.

Timing & consequences

The selected party must arrange the inspection within 10 calendar days after the Effective Date. Under Section 1, days are calendar days: day 1 begins at 12:01 a.m. the day after the Effective Date, in Property-local time. Within 3 calendar days after receiving the report, Buyer must give Seller written notice terminating or deliver a signed addendum; otherwise Buyer is deemed to accept the well/septic as-is. If Seller does not respond or no mutual resolution occurs within 3 calendar days after receipt of the addendum, it is deemed rejected. Buyer then has 3 calendar days to give written termination notice and receive the stated Earnest Money Deposit refund; otherwise Buyer proceeds to closing under the Agreement.

A QUESTION TO REVIEW

Who is checked to arrange and pay, and are Exceptions being added?

17. Inspections & Investigations

SOURCE FORM · PAGE 4

Buyer may, at Buyer's expense, inspect the Property and investigate listed issues before deciding whether results are acceptable. This section assigns investigation duties and inspection-caused damage to Buyer and sets action-or-acceptance consequences.

What the choices mean

Buyer or Buyer's choice may inspect buildings, premises, components, and systems. Buyer bears damage, misuse, abuse, or neglect caused by inspections.

Buyer must investigate code/ordinance compliance and zoning for intended use; homeowner's insurance available at acceptable price and terms; flood-zone status; and the acceptability of Seller-disclosed rented items. Enter the blank calendar-day inspection/investigation period. For unacceptable results, Buyer may give written termination notice and receive an Earnest Money Deposit refund, or submit a Buyer-signed correction addendum. Seller may negotiate, do nothing, or accept by written notice. The checkbox waives all Section 17 rights; written Exceptions may alter the standard terms.

Timing & consequences

The blank period runs after the Effective Date: under Section 1, day 1 begins at 12:01 a.m. the next day, local Property time. By its end, Buyer must complete the work and give written termination notice or a signed addendum, or is deemed to accept as-is. If Seller does not respond or reach mutual agreement within 3 calendar days after receipt, the addendum is deemed rejected. Buyer then has 3 calendar days to give written termination notice; otherwise Buyer proceeds to closing. These latter clocks are receipt-based, not hourly.

A QUESTION TO REVIEW

What period will be inserted, and which inspection and investigation questions must be resolved within it?

18. Title Insurance

SOURCE FORM · PAGE 4

Seller agrees to convey marketable title, subject to qualifications the form specifically lists. Seller obtains and pays for the title policy and provides commitment materials; Buyer then has a short, receipt-based choice to accept, terminate, or seek corrections to objectionable title conditions.

What the choices mean

Marketable title remains subject to conditions and limitations, oil/gas/other mineral-right reservations, existing zoning ordinances, and building/use restrictions and easements of record. This clause does not automatically remove those listed matters.

Seller must order, at Seller's expense, an expanded-coverage ALTA Homeowner's Policy for the Purchase Price. Promptly after receipt, Seller makes available the commitment to issue a policy insuring marketable title vested in Buyer, its supporting documents, and a real-estate-tax status report. If Buyer chooses, or expanded coverage is inapplicable, the policy is a standard ALTA Owners' Policy.

The blank Exceptions area may add to or change the clause. To object, Buyer may terminate in writing or make a correction proposal that is effective only in a Buyer-signed addendum. Seller may negotiate, do nothing, or accept it by written notice. A timely termination carries the stated Earnest Money Deposit refund.

Timing & consequences

Seller orders the policy within five (5) calendar days after the Effective Date; Section 1 makes Day 1 12:01 a.m. the next day, local Property time. No hourly clock applies. Within three (3) calendar days after receipt of the Title Commitment, Buyer must give written termination notice or a Buyer-signed addendum, or is deemed to accept as-is. If, within three (3) calendar days after Seller receives that addendum, Seller does not respond or reach mutual agreement, rejection is deemed. Buyer then has three (3) calendar days to give written termination notice; otherwise Buyer proceeds to closing. The Buyer clocks are receipt-based.

A QUESTION TO REVIEW

Which listed title conditions, easements, mineral reservations, or completed Exceptions need review before the receipt-based response period ends?

19. Property Survey

SOURCE FORM · PAGE 4

Section 19 provides a survey option and a time-limited Buyer response process if the survey shows an objectionable condition. Selecting 'No survey' waives all rights in this paragraph; closing deems Buyer to accept the Property boundaries and improvement locations.

What the choices mean

Broker advises Buyer to obtain a survey to confirm boundaries and improvement locations. If selected, Buyer or Seller (as marked) pays to order a boundary survey with iron corner stakes showing boundaries, improvements, and easements.

Buyer alone decides whether a condition interferes with intended use, title marketability, or zoning compliance. A correction proposal must be a written, Buyer-signed addendum. Seller may negotiate, do nothing, or accept by written notice. The Exceptions blank can change these printed terms.

Timing & consequences

The selected party must order the survey within 10 calendar days of the Effective Date. Under Section 1, Day 1 begins at 12:01 a.m. the next day, and time is local where the Property is located. Within 3 calendar days after Buyer receives the Survey (a receipt-based clock), Buyer must give Seller written notice either terminating and receiving a refund of the Earnest Money Deposit or submitting the signed addendum; otherwise, acceptance as-is is deemed. If Seller does not respond or there is no mutual agreement within 3 calendar days after Seller receives Buyer's addendum, it is deemed rejected. Buyer then has 3 calendar days to give written termination notice and receive the deposit refund; otherwise, Buyer proceeds to closing under the Agreement.

A QUESTION TO REVIEW

Has the survey/no-survey option been selected, and, if a survey is selected, who will order and pay for it and track Buyer's receipt?

20. Municipal Compliances

SOURCE FORM · PAGE 5

Where applicable, the seller arranges and pays for current occupancy, sidewalk-compliance and smoke-detector ordinance requirements identified here.

What the choices mean

Applicability depends on the actual local rules and property. This is not a promise of a new full-building code inspection or a guarantee that every improvement is permitted. Confirm specific municipal requirements and whether certificates can affect financing or closing.

Timing & consequences

This paragraph gives no separate number of days. Coordinate applicable requirements with local authorities and the closing schedule.

A QUESTION TO REVIEW

Which local certificates are actually required for this property, and has the seller arranged them?

21. Home Protection Plan

SOURCE FORM · PAGE 5

This acknowledges that a home warranty/protection plan may be available. An acknowledgment does not itself buy a plan or specify who pays for it.

What the choices mean

Use written terms if a plan is included: provider, cost, payer, coverage, service fees and exclusions. A plan is not the same as homeowners insurance, a condition inspection or a guarantee every breakdown is covered.

Timing & consequences

No purchase deadline or default coverage is printed; review exceptions and the actual plan contract.

A QUESTION TO REVIEW

Is a plan included, who pays, and what coverage and service charges would actually apply?

22. Prorations

SOURCE FORM · PAGE 5

Proration splits certain shared-period charges or income between buyer and seller at closing. These adjustments affect the closing statement rather than necessarily changing the stated purchase price.

What the choices mean

The clause adjusts rent, association dues/fees, assigned insurance, and interest on obligations you assume to the closing date. For this calculation, seller ownership runs through the day before closing. Property-tax allocation is addressed separately in paragraph 15.

Timing & consequences

The allocation date is closing. Check the actual figures with the title/closing team; a separate seller occupancy arrangement may create other charges.

A QUESTION TO REVIEW

Which prorations appear on my closing statement, and what dates and amounts were used?

23. Closing

SOURCE FORM · PAGE 5

This fills in the latest planned closing date while allowing an earlier mutually agreeable closing when documents are ready. It also contains a limited extension for specified issues—not a general extra fifteen days for any reason.

What the choices mean

The form allows fifteen additional days for readily correctable title defects/survey problems or lender-required inspection/repair delays. During that period, closing is to occur within five days after everyone is notified that the necessary documents are prepared.

Each party normally pays its own title-company closing fees under this clause. The printed VA-financing exception assigns the entire closing fee to seller; it does not say seller pays every expense associated with a VA loan. Written exceptions can change the agreed allocation.

Timing & consequences

Use the inserted closing date, the limited fifteen-day additional period when its stated conditions apply, and the five-day ready-document period. Obtain a signed change when needed; do not assume extensions exist beyond these terms.

A QUESTION TO REVIEW

What is our actual closing deadline, do any specific extension conditions apply, and who pays each fee?

24. Pre-Closing Walk-Through

SOURCE FORM · PAGE 5

This selects whether you reserve or waive the right to check the home shortly before closing. A walkthrough checks compliance and condition; it is not a replacement for your earlier inspections.

What the choices mean

When reserved, conduct it within three days of the scheduled closing date to check substantially similar condition to the Effective Date, promised work/items, and included personal property. Report objections and the corrective action requested immediately.

Do not sign a waiver without understanding the consequence. The paragraph does not automatically create a new inspection contingency or unlimited right to delay closing.

Timing & consequences

The printed window is within three calendar days of scheduled closing, with immediate reporting of objections.

A QUESTION TO REVIEW

Is my walkthrough right reserved, and how will we document unresolved items before closing?

25. Possession

SOURCE FORM · PAGE 5

This determines when you receive the home—not simply when you sign. Existing tenant rights may affect possession. Select delivery at completed closing or the specified time/day after closing.

What the choices mean

For this provision, closing requires signed documents received by escrow and funds received by escrow. Delayed seller occupancy uses the filled-in total occupancy fee, payable at closing without proration in cash/certified funds. The holdover blank sets a daily liquidated-damages amount plus stated reasonable removal attorney fees; seek legal advice rather than using self-help removal.

During seller occupancy, seller pays utilities and handles snow/landscape maintenance. Buyer maintains structure/mechanical systems, except repairs caused by seller misuse/abuse/neglect stay seller's expense. Review insurance and responsibility with the appropriate professionals.

At handover, the home must be free of trash/debris, broom-clean, and cleared of personal items except written agreed inclusions; seller arranges final utility payments and delivers keys. The temporary occupancy agreement checkbox calls for that separate agreement by closing. Seller also promises to maintain present condition until closing.

Timing & consequences

Record the selected delivery date/time, occupancy period, fee and daily holdover amount. Possession may be after closing; the temporary occupancy agreement, if selected, must be signed on or before closing.

A QUESTION TO REVIEW

Exactly when will I get keys and vacant possession, and are fees, tenants, insurance and post-closing duties fully documented?

26. Earnest Money Deposit

SOURCE FORM · PAGE 5-6

This clause identifies the earnest-money amount and holder, applies it to the purchase price, and addresses deposit disputes. Refund and release rights are conditional.

What the choices mean

Fill in the amount and holder: broker, title company, or other. If the deposit is not received on time or is returned for insufficient funds, Seller may terminate until receipt. If Seller terminates under this provision, Seller waives any claim to the deposit.

Buyer is entitled to a refund if a contingency fails for a reason other than Buyer's fault and the sale does not close. Buyer and Seller agree to sign a written disbursement agreement. If the sale fails and they cannot agree, a Broker holding the deposit may give written notice of its intended disposition.

If an objection prevents agreement, the broker may ask a court to resolve the competing claims through interpleader or await further action. In deposit litigation, the court-determined non-prevailing buyer or seller reimburses the other party for stated reasonable litigation attorney fees/expenses and the broker for reasonable attorney fees/expenses of an interpleader action. If the holder is not the broker, conflicting terms in its escrow agreement control.

Timing & consequences

Submit the deposit within 72 hours after the Effective Date: an hourly clock in local Property time, not a calendar-day period. Section 1 makes calendar Day 1 begin at 12:01 a.m. the next day; that does not alter this clock. After a Broker's written notice, object in writing within 15 calendar days after its date or both parties are deemed to agree. No signed proposal or addendum deadline applies.

A QUESTION TO REVIEW

What amount and holder will be inserted, and who will confirm the holder received the deposit within 72 hours?

27. Professional Advice

SOURCE FORM · PAGE 6

The form advises using legal, tax, environmental and other qualified professionals. The broker does not promise that the transaction is legally advisable or guarantee its legal effect.

What the choices mean

It recommends an attorney review marketable title and required sale details. It also includes a significant non-reliance statement: buyer says reliance is on this agreement, written amendments and separately seller-signed disclosures—not other oral or informal statements about the property or sale.

Read that limitation carefully with counsel. Put important negotiated promises into signed documents; this explanation does not determine what claims the law might permit despite the wording.

Timing & consequences

No fixed review period is provided. Arrange specialist advice early enough to act within your actual contract protections.

A QUESTION TO REVIEW

Do I need an attorney or specialist now, and are important representations preserved in the signed documents?

28. Disclosure of Information

SOURCE FORM · PAGE 6

The parties agree that closed-sale price, terms and other transaction details are not confidential for the stated MLS purposes. Participating REALTORS may receive them and the MLS may use or publish them in its normal business.

What the choices mean

This is not an invitation to publish your bank details, passwords or every personal document. Ask about what transaction information is reported and which privacy practices apply to unrelated personal records.

Timing & consequences

The clause refers to the transaction when closed; it prints no separate consent deadline.

A QUESTION TO REVIEW

What closed-sale details will be reported, and what information remains subject to other privacy safeguards?

29. Other Provisions

SOURCE FORM · PAGE 6

This is space for additional negotiated terms. It is not a reason to assume an unwritten promise will become part of the agreement.

What the choices mean

Any added condition should clearly identify the action, responsible party, cost, deadline and consequence when appropriate. Use signed attachments if needed, and have unusual or conflicting language reviewed by counsel. These provisions and addenda may change the printed defaults explained in this guide.

Timing & consequences

No default deadline is printed. Any additional dates must be supplied in the actual written provision.

A QUESTION TO REVIEW

Are special terms complete, consistent with the rest of the offer, and attached for both parties to sign?

30. Mergers and Integrations

SOURCE FORM · PAGE 6

The written agreement is presented as the complete final agreement between buyer and seller. It says there are no separate oral agreements for this transaction.

What the choices mean

Changes must be written, signed by both buyer and seller, and attached. A conversation, informal note or this educational guide does not automatically amend your contract. Confirm the final version includes every agreed addendum and exception.

Timing & consequences

No fixed time is stated; do not rely on an unapproved change to excuse an existing deadline.

A QUESTION TO REVIEW

Does the complete signed package include every negotiated change and promise?

31. Fax/Electronic Distribution and Electronic Signatures

SOURCE FORM · PAGE 6

The parties agree to use electronically transmitted signed copies and electronic signatures with the stated evidentiary effect. A digital signature is not a casual acknowledgment that has no consequences.

What the choices mean

The clause also permits required/allowed notices through fax or other electronic means. That permission does not eliminate the need for the right content, recipients, timing and proof of delivery/receipt under the agreement.

Check addresses and retain complete signed files and delivery records. Ask your agent or attorney how a particular notice must be sent; do not assume any message anywhere satisfies every notice requirement.

Timing & consequences

The specific notice clock comes from its relevant clause; electronic delivery does not create extra time.

A QUESTION TO REVIEW

Which verified addresses/methods will be used, and how will delivery and receipt be documented?

32. Wire Fraud

SOURCE FORM · PAGE 6

A message that appears to come from your broker, title company or lender can still be fraudulent. Requests for funds or sensitive personal information need independent verification.

What the choices mean

Do not reply or act until you verify authenticity through a trusted, independently established contact. Do not call the number supplied in the suspicious email. This caution covers wiring instructions, account information, Social Security numbers and identification details.

Use your provider's approved secure document channel. If something appears wrong after sending funds, immediately contact your bank and the verified transaction team for urgent assistance.

Timing & consequences

There is no safe waiting period: verify before acting on the request. Report suspected fraud promptly.

A QUESTION TO REVIEW

Do I have the title/lender/broker's known phone numbers before any request to transfer funds arrives?

33. Expiration

SOURCE FORM · PAGE 6

This supplies the date and time by which the seller must deliver written acceptance of your offer. Your signing time, the seller's signing time and the acceptance delivery time can be different events.

What the choices mean

The form says timely accepted terms become binding. Use local property time and confirm actual delivery. A response after expiration is addressed as a counteroffer in paragraph 36 rather than assumed to be a timely acceptance.

Timing & consequences

Use the exact filled-in expiration date/time; no default period is printed. Acceptance delivery, not merely a signature, matters.

A QUESTION TO REVIEW

Until what exact local date/time does this offer remain open, and how will acceptance be delivered?

34. Buyer's Approval and Acknowledgment

SOURCE FORM · PAGE 6

Buyer signatures approve the offer's terms and acknowledge receiving a copy. Each buyer's address, phone and printed name identify the buyer and how the name should appear on documents.

What the choices mean

Check spelling, intended ownership identity and all pages/attachments before signing. A buyer's signature alone does not establish the Effective Date; acceptance/delivery provisions still apply. Retain a complete copy, not only the signature page.

Timing & consequences

Coordinate signing and submission with the offer's expiration. This clause has no separate printed signature deadline.

A QUESTION TO REVIEW

Are buyer names correct, and have I read and received the complete offer before signing?

35. Seller's Response

SOURCE FORM · PAGE 6-7

Seller can accept the offer as written or respond 'as written except' with stated changes. Changes are a counteroffer, not a promise that your original terms are already binding.

What the choices mean

Review every inserted exception and any counteroffer expiration date/time. The form permits seller to withdraw the counteroffer and accept other offers until seller or seller's agent receives notice of buyer acceptance. Receipt and timing matter; silence is not your acceptance.

Timing & consequences

The counteroffer uses its own filled-in expiration. Seller's withdrawal/other-offer right continues until the stated receipt of buyer acceptance.

A QUESTION TO REVIEW

What changed, when does the counteroffer expire, and has my acceptance actually been delivered?

36. Seller's Acceptance and Acknowledgment

SOURCE FORM · PAGE 7

Seller signatures, dates and times record acceptance and receipt of a copy. If seller responds after your offer expires, the form treats that response as a counteroffer requiring your acceptance below.

What the choices mean

Printed names, address and phones identify the sellers. The U.S.-citizen/resident-alien questions flag possible tax implications; they are not a complete determination of foreign-person tax status or a withholding calculation. Refer the answer and needed certifications to qualified tax/title/legal professionals rather than guessing obligations from the checkbox.

Timing & consequences

Compare seller response and delivery with the original expiration; a late response needs buyer acceptance under the counteroffer provisions.

A QUESTION TO REVIEW

Was acceptance timely, are all required sellers signing, and does the tax-status answer need specialist follow-up?

37. Buyer's Receipt/Acceptance

SOURCE FORM · PAGE 7

This acknowledges receiving seller's response and, when that response is a counteroffer, accepts it. It is not merely a harmless receipt signature if new terms are present.

What the choices mean

Buyer signatures, dates and times should reflect the reviewed response. The form keeps other offer terms unchanged, so read the changes together with the entire offer. Deliver acceptance properly and within any applicable counteroffer expiration.

Timing & consequences

Use the counteroffer's actual date/time and the contract's delivery rules. Signing and delivering are separate steps.

A QUESTION TO REVIEW

Am I accepting changed terms, and have I authorized and timely delivered this acceptance?

38. Seller's Receipt

SOURCE FORM · PAGE 7

This records the seller's acknowledgment of receiving the buyer's acceptance of a counteroffer. It helps document the acceptance-delivery chain.

What the choices mean

Seller signatures, dates and times should be checked against actual delivery records and paragraph 1. Do not infer a new negotiation or a new universal deadline simply from this receipt block; ask your agent/counsel to resolve any inconsistent records.

Timing & consequences

No separate printed day count is stated. This receipt evidence is relevant to the Effective Date and counteroffer delivery timing.

A QUESTION TO REVIEW

Is receipt documented consistently so everyone uses the same Effective Date?

BEFORE YOU SIGN

Bring these decisions into focus.

Use this as a discussion checklist, not a signature form or a notice of termination. Record actual dates with your transaction team outside this general guide.

- ☐ The correct property, municipality, legal description and every parcel ID are identified.
- ☐ My representation role, financing route, price, seller concessions and cash-to-close assumptions are clear.
- ☐ Included items, exclusions, rented equipment and pending assessments have been checked.
- ☐ My disclosure, lead, inspection, appraisal, title and survey protections and any waivers have been reviewed.
- ☐ The deposit amount, holder, hourly deadline and disbursement procedures are understood.
- ☐ Calendar-day and receipt-based deadlines are documented; the responsible person and notice method are known.
- ☐ The closing date, walkthrough, possession timing and any temporary occupancy agreement are consistent.
- ☐ All negotiated promises and amendments are written, signed as required, and included in the complete package.

VERIFY BEFORE YOU SEND MONEY

Independently call the title company, lender or broker at a trusted number before acting on an electronic request for funds or sensitive information. Do not use the phone number in a suspicious email. See paragraph 32.

QUESTIONS FOR REBECCA OR MY ATTORNEY

A REAL CONVERSATION

Here to help you move with clarity.



Rebecca Vandebroek

FOUNDER • BROKER • DESIGNER

616.893.3060

rebecca@copperfoxre.com

houseofcopperfox.com/buyer-resources

BROKERAGE & LICENSING

Copper Fox Real Estate LLC

Employing brokerage license: 6505433856

Rebecca's individual broker license: 6502433969

Sources & scope

Primary form: supplied Michigan Regional Purchase Agreement, revision 3/2026

Seven-page blank form supplied by Rebecca on October 23, 2026. Clause numbers match this version. Commentary is original; it is not a reproduction or replacement signing form.

Michigan Seller Disclosure Act

See paragraphs 3 and 27; statutory applicability, exemptions, delivery and termination conditions require attention.

Michigan agency disclosure: MCL 339.2517

See paragraph 2; representation roles and disclosure before confidential information.

EPA: Real estate disclosures about potential lead hazards

See paragraph 4; most pre-1978 housing, disclosures and a distinct lead evaluation opportunity.

Michigan Treasury: Changes in ownership and uncapping

See paragraph 15; certain transfers change future taxable value; exceptions exist.

Prepared October 23, 2026. No completed agreement or private client details are included. The Michigan Regional Forms Committee is identified as the source form's copyright holder; this independently prepared explanation is not its official publication or legal interpretation.

EDUCATIONAL COMPANION

Educational companion—not legal or tax advice, not a purchase agreement, and not an amendment. Explanations follow the supplied blank March 2026 form. Your signed agreement, completed blanks, selected boxes, written exceptions, disclosures and addenda control. Have a Michigan real estate attorney review this guide and your transaction when appropriate before relying on a legal right, notice, waiver or deadline. No client-specific deadline has been calculated.