

Dear Sir/Madam,

**RE: PROCESS ON SUBMITTING AN OFFER**

**PROPERTY:** 11/14 Mullum Mullum Road, Ringwood2 Clegg Avenue, Croydon

**Please note that you may not be the only buyer/s who have, or will be, submitting an offer to purchase the above property. If you have interest in the property, it is important that you inform the agent so they can ensure you are given every opportunity to put in your best offer.**

To make an offer, we advise the following:

1. We suggest that you consult a legal practitioner or conveyancer to carefully check the Vendor Statement attached.
2. If you wish to proceed, we encourage you to submit your highest and best offer at this time. Your offer should be as simple and as strong as possible. If you require finance you may wish to obtain approval from the lender prior to submitting your offer, thereby making an **unconditional cash offer**.
3. Our agents can complete part of contact on your behalf in preparation for you to sign. We request that you email the agent with the price you are offering, your settlement terms and any conditions.
4. Your offer must be finalised on a signed contract and accompanied by an initial deposit of \$2000. If you can offer a more substantial amount or pay the 10% deposit upfront, this would also be considered more attractive to the Vendor.

We confirm that we will treat your offer confidentially and agree not to disclose your offer to any other person other than the Vendor.

**Until the Owners have signed the Contract Note the property is not yours. Verbal offers from yourselves or acceptance by the Owners are not binding on either party. A Contract signed by both the Purchaser and Owner is the only legally binding Contract.**

Yours Faithfully,

**McGrath Estate Agents Croydon**

**McGrath**

**McGrath Croydon**

159 Main Street, Croydon VIC 3136

T (03) 8595 2777

Maroondah Sales Pty Ltd as trustee for Maroondah Sales Unit Trust ABN 27  
877 640 941 (an independently owned and operated franchise business)

T/a McGrath Croydon