

Home Orbit Certified Cash Program

Steps in making an offer through Home Orbit's Certified Cash Program.

Step One:

Client must be in the Certified Buyer Program (APPROVED for the loan) – contact Service First Mortgage Loan Officer.

Step Two:

Writing cash offer and finance offer simultaneously.

Home Orbit Cash offer:

- Contract written between Home Orbit and Seller – TREC 1-4
- Home Orbit signs all docs that a normal buyer would sign through the DocuSign system. (i.e. Sellers Disclosure, Mandatory HOA, TILA- RESPA, Lead Paint, etc.)
- All documents signed by Home Orbit

Name on contract:

Home Orbit

6800 Weiskopf Ave

McKinney, TX 75070

CertifiedCashoffer@homeorbit.com

- Option Period - ALL contracts must have an Option Period of at least 3 days between Home Orbit and Seller.
- Option Fee should be the same amount as listed on the contract between Home Orbit and Seller.
- Home Orbit will do an Automatic Valuation on the home. They will provide a range of value.
- Title work is to be completed by Esign Title – no exceptions because they save clients' money on a one-title policy and electronic closings

Esign Title

Syndi Tolliver

817-406-2133

orders@esigntitle.com

6800 Weiskopf Ave, Suite 150

McKinney, TX 75070

Financed Offer for Client:

- Contract written between Home Orbit and client, utilizing the 1-4 TREC
**Buyer must execute a TREC addendum full appraisal waiver (box 1 checked).

- If buyer offers over asking price, they will be required to pay the difference as part of the Earnest Money.
- Esign Title will be the designated title company for financed offer.
- Cost to provide cash offer is 2% of sales price/contract purchase price; 1% will be rebated back to client if closing with Service First Mortgage.

****If Buyer closes their home loan with Service First Mortgage, Buyer will receive a 1% credit upon closing; [this should be listed on the "Special Provisions" by the Realtor.](#)**

Upon execution of the contract by the Seller (Home Orbit), the client will send in or wire the following:

- Earnest Money (Earnest money will be the amount of cash contract earnest money PLUS any amount offered over list price)
- Participation fee - 2% of sales price/contract purchase price
- Write the option period for one day less than the contract states between Home Orbit and the seller.
- Buyer immediately signs the same documents Home Orbit signed (Seller's Disclosure, TILA-RESPA, etc.) Client is to be informed on all documents (i.e. Foundation repairs, Sellers Disclosure etc.
- Under sales commission on the second contract between client and Home Orbit, write in zero. Agent will be paid on the first transaction only. This is a simultaneous close.
- Option Fee should be the same amount as listed on the contract between Home Orbit and Seller.

Additional Documents:

- HOME ORBIT CERTIFIED CASH REAL ESTATE AGENT ACKNOWLEDGEMENT
 - Document discloses commissions earned on first transaction only and not on second simultaneous close.
- ADDENDUM TO ONE TO FOUR FAMILY RESIDENTIAL CONTRACT
 - This document identifies that it will be a simultaneous closing
- OTP - INSTRUCTIONS AND ACKNOWLEDGMENT

Example:

House Lists for \$300K

Your client offers \$350K

- Earnest money is minimum: \$ 3,000
- Difference between offer and list price is: \$50,000

- Participation fee is 2% of \$350K: \$ 7,000
Total to title: \$60,000

***** Remember 1% will be rebated upon consummating loan with SFMC.**

Automatic evaluation states the house range and will not be used as the loan valuation vehicle; a full appraisal will still be done for the financed client contract.

Stages of backing out and what happens to the money:

If cancellation occurs during the Option period stated, on both contracts, between your client/buyer and Home Orbit:

- All money is refunded except Option Fee
- Agent will do a termination between Home Orbit and Seller and request all Earnest Money, deposit of difference between offer and list price and the 2% Participation Fee minus \$250 administration fee
- Agent will do a termination between client and Home Orbit

If Client cancels or fails to close for any reason between the end of their option period and the closing date:

Client loses the following:

- Option Fee
- Earnest Money
- Difference between the list price and the contracted sales price
- 2% Participation Fee

How this affects the AGENT:

Client cancels during option period:

- No money to the agent

Client cancels after the last day of the option period up to closing date:

- Agent receives commission at closing between Home Orbit and Seller
- Home Orbit is not in the business of keeping the homes
- Agent may be allowed to resale the home at 1.5% commission for listing and 3% for buyer's agent – 4.5% total
- Agent creates a new listing agreement between the Broker and Home Orbit