



Offer to Purchase Terms

*Encore does not evaluate homes for purchase unless there is an active offer to purchase the unit from someone who intends to pull out the unit from the park. We also evaluate units for Title Turn-In.

At minimum, we need:

- Copy of offer letter from potential buyer showing site # and price
- Contact information for potential buyer
- Copy of title and tax statement showing tax balance due
- \$500.00 deposit from RESIDENT for site clean-up – refundable upon site inspection/site left in acceptable condition. Please bring a stamped envelope for return postage for your check.
- List of items that will not be left in the unit (TV, furniture, beds, appliances, etc.)
- List of any recent renovations or upgrades

Once we have the above info, Park Management will complete the following:

- Schedule a walk-through of the unit with the resident, general contractor, a licensed broker and the park maintenance supervisor
- Take pictures of the inside and outside
- Test appliances and equipment to verify that they are functioning
- Once all of this is complete, management will compile a purchase packet and present it to upper management. At this point, Encore will provide a response within 3 business days. Please keep in mind, management may have follow up questions during this process.

Please keep the following items in mind when pricing your units:

- Residents are responsible for the term of their lease. If Encore does not purchase the unit, the balance of the lease must be paid BEFORE the unit can be pulled out – you may want to factor this into the purchase price.
- Any homes sold after December 1st will be responsible for next years rent as well – you should factor this into the purchase price.
- If Encore chooses to purchase the unit, all paperwork will be handled by our licensed Realtor, Winter Texan Home Sales.

It is in your best interest to work with park management to provide all the information above and to discuss any questions or concerns that you may have. Park management is here to answer questions and help make this process easier.