



Is Your Paperwork Creating A Tidal Wave That Is Consuming Your Valuable Time?



Why Are You Working Endless Hours After Showing Property When Your "Paperwork" Can Be Handled By The Experts?

## **SERVICES**

- Contract Review
- Hassle Free Signing Via DocuSign
- Timely Communication Between Realtors
- Schedule Due Dates And Confirm Completion
- Request Funding Instructions
- HOA Applications And Approvals
- Process Addendum's And Disclosures
- Review Closing Statements
- Follow Up and Follow Through

## **EXPERIENCE**

- Over 14 Years As Licensed Realtor
- REO Closings And Contract Negotiation
- General Real Estate
- Condominium Conversions
- Real Estate Office Manager
- Coordinator On 1,000's Of Closings
- Contract and Rider Expert

Time Is Money And We Can Take Your Deal From Contract To Close And Free Up Your Valuable Time Today

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