



Economic Development
Corporation (EDC) Board of
Directors

Regular Session

June 2, 2022
6:00 P.M.

CITY OF CROWLEY
Economic Development Corporation
Board of Directors
June 2, 2022

Economic Development Corporation Board

Member Jesse Johnson (Pres)	_____	_____
Member Jerry Beck	_____	_____
Member Billy Davis	_____	_____
Member Johnny Shotwell	_____	_____
Member Tina Pace	_____	_____
Member Jim "Mac" McDonald	_____	_____
Vacant	_____	_____

EDC Officers

Executive Director Robert Loftin	_____	_____
Treasurer Lori Watson	_____	_____
Secretary Carol Konhauser	_____	_____



**AGENDA
CROWLEY ECONOMIC
DEVELOPMENT CORPORATION
JUNE 2, 2022
REGULAR SESSION - 6:00 p.m.**

**Crowley City Hall
201 E. Main Street
Crowley TX 76028**

Citizens may address the board members by filling out a blue "Citizen Participation" card to discuss any issue that is on the Agenda. Please turn in cards to the City Secretary. Speakers are limited to three minutes (if using a translator, the time limit will be doubled).

REGULAR CALLED MEETING – June 2, 2022- 6:00 P.M.

I. CALL TO ORDER OF THE EDC / ROLL CALL

II. EDC BUSINESS

1. Discuss and consider approving the minutes from the EDC meeting held on April 7, 2022.
2. Discuss and consider approval of a contract to sell 320 E. Main St.

III. EXECUTIVE SESSION

Pursuant to Chapter 551, Texas Government Code, the Council reserves the right to convene in Executive Session(s), from time to time as deemed necessary during this meeting for any posted agenda item to receive advice from its attorney as permitted by law, or to discuss the following:

1. **Section 551.071 (Consultation with Attorney)**
2. **Section 551.072 (Deliberations about Real Property)**
3. **Section 551.074 (Personnel Matters)**
4. **Section 551.087 (Business Prospect/Economic Development)**

IV. RECONVENE AND TAKE ACTION FROM EXECUTIVE SESSION

Reconvene into open session and take any necessary action resulting from items posted and legally discussed in Closed Session.

V. ADJOURNMENT

I, the undersigned authority, do hereby certify that this Agenda of the Economic Development Corporation to be held on June 2, 2022, meeting of the governing body of City of Crowley is a true and correct copy posted on _____, 20____ at _____ am/ pm at Crowley City Hall, a place convenient and readily accessible to the public at all times.

Carol C. Konhauser, City Secretary

THE EDC AND CITY COUNCIL RESERVES THE RIGHT OF THE FOLLOWING:

1. ITEMS DO NOT HAVE TO BE CONSIDERED IN THE SAME ORDER AS SHOWN ON THIS AGENDA;
 2. THE COUNCIL MAY CONTINUE OR RECESS ITS DELIBERATIONS TO THE NEXT CALENDAR DAY IF IT DEEMS IT NECESSARY.
- The Crowley City Hall is wheelchair accessible and accessible parking spaces are available. Requests for accommodations must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (817) 297-2201 ext. 4000, or email ckonhauser@ci.crowley.tx.us for further information.

NOTICE: A quorum of the Crime Control and Prevention District Board of Directors will be present at this meeting; however, neither Board will take action on any items on this posted agenda.



Crowley EDC Board

AGENDA REPORT

Meeting Date: June 2, 2022

Agenda Item: II-1

Staff Contact: Carol C. Konhauser
City Secretary

E-mail: ckonhauser@ci.crowley.tx.us

Phone: 817-297-2201-X 4000

SUBJECT: Discuss and consider approving the minutes from the EDC meeting held on April 7, 2022.

BACKGROUND/DISCUSSION

Consider approval of minutes as presented.

FINANCIAL IMPACT

None

RECOMMENDATION

Staff recommends approval of the minutes as presented; council consideration is respectfully requested.

ATTACHMENTS

- Minutes

**MINUTES OF THE ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS
HELD Thursday, April 7, 2022.**

The Economic Development Corporation Board of Directors met on Thursday, April 7, 2022, at 6:00p.m. in the City Council Chambers, 201 East Main Street, Crowley City Hall, Crowley, Texas.

Present were President Jesse Johnson
 Member Billy P. Davis
 Member Tina Pace
 Member Jerry Beck

Absent: Member Johnny Shotwell
 Member Jim "Mac" McDonald
 Place 7 - Vacant

CALL TO ORDER/ ROLL CALL

President Jesse Johnson called the Session to order for the Economic Development Corporation at 6:14p.m. City Secretary Carol Konhauser called roll and noted a quorum was present.

EXECUTIVE SESSION

President Jesse Johnson announced the EDC Board of Directors would convene into Executive Session at 6:15 pm to discuss the possible purchase of real property and its value, pursuant to Section 551.072 of the Texas Government Code.

At 6:26 pm President Jesse Johnson announced the EDC Board of Directors would reconvene into open session.

Member Billy Davis made the motion to approve the Executive Director to enter into a contract for the purchase of 101 Magnolia St, subject to the City Attorney's review; second by Member Jerry Beck; the EDC Board of Directors voted unanimously to approve the motion as presented. Motion carried 4-0

EDC BUSINESS

1. Discuss and consider approving the minutes from the EDC meeting held on January 20, 2022.

Member Tina Pace made the motion to approve the minutes as presented; second by Member Billy Davis; the EDC Board of Directors voted unanimously to approve the motion as presented. Motion carried 4-0.

2. Discuss and consider approving FY2021-22 Budget Amendment #1 for EDC Operating Budget.

Member Billy Davis made the motion to approve Amendment #1 to the EDC FY2021-22 Operating Budget; second by Member Jerry Beck; the EDC Board of Directors voted unanimously to approve the motion as presented. Motion carried 4-0.

As there was no further business, President Jesse Johnson adjourned the meeting at 6:28 p.m.

ATTEST:

Jesse Johnson
President EDC Board of Directors

Carol C. Konhauser
EDC Secretary



Crowley EDC Board

AGENDA REPORT

Meeting Date: June 2, 2022

Agenda Item: II-2

Staff Contact: Jack Thompson, Assistant
City Manager

E-mail: jthompson@ci.crowley.tx.us

Phone: 817-297-2201 x4300

SUBJECT: Discuss and consider approval of a contract to sell 320 E. Main St.

BACKGROUND/DISCUSSION

The Crowley EDC Board approved staff to have 320 E. Main listed for sale. A buyer has submitted a contract of the purchase of the property. Details of the contract are:

- Purchase price is \$4,200,000
- Earnest money is \$50,000
- Seller will give credit to Purchaser against the Purchase Price at Closing for the cost of a new survey, if required, in an amount not to exceed \$2,500
- EDC responsible for the delivery of the title policy
- Closing date is 30 days after the expiration of the Inspection Period.
- Inspection period is 45 days after the Effective Date.
- If the Purchaser decides not to close within the Inspection Period, Seller will refund the \$50,000 minus \$100.
- There is a 6% commission to be split between the Seller's and Purchaser's brokers.

The City/EDC attorney has reviewed and made comments on the contract and his recommended changes have been made to the document.

FINANCIAL IMPACT

The EDC would receive \$4,200,000 minus the 6% brokerage fee and the closing costs

RECOMMENDATION

ATTACHMENTS

- Real Estate Contract

NORTH TEXAS COMMERCIAL ASSOCIATION OF REALTORS®

COMMERCIAL CONTRACT OF SALE

[Check all boxes applicable to this Contract - Boxes not checked do not apply to this Contract]

In consideration of the agreements contained in this Commercial Contract of Sale (this “**Contract**”), Seller shall sell and convey to Purchaser, and Purchaser shall buy and pay Seller for, the Property (defined below) pursuant to the provisions, and subject to the conditions, of this Contract.

1. PARTIES. The parties to this Contract are:

Seller: Crowley Economic Development Corp
Address: 201 E Main St
Crowley, TX, 76036
Phone: _____ **Fax:** _____
Email: _____

Purchaser: Jalil Najwan
Address: 118 N Henderson St
Fort Worth, Texas 76102
Phone: _____ **Fax:** _____
Email: _____

2. PROPERTY. The address of the Property is:

~~230 - 316 E Main Street~~ 320 E Main Street
Crowley, Texas 76036
 The Property is located in Tarrant County, Texas, the land portion of which is further described as:
***See Exhibit “A”

and as described in Exhibit “A”, **LEGAL DESCRIPTION**. The Property includes, all and singular, all improvements and fixtures situated thereon, and all rights and appurtenances pertaining thereto, including any right, title and interest of Seller in and to adjacent streets, alleys, or rights-of-way (such land, improvements, fixtures, rights and appurtenances being collectively herein referred to as the “**Property**”).

3. PURCHASE PRICE.

A. Amount and Payable. The purchase price for the Property is \$ 4,200,000.00 (the “**Purchase Price**”), payable at the Closing (as hereinafter defined) as follows (with the Earnest Money (as hereinafter defined) to be applied to the Purchase Price) *[Check only one]:*

☒ (1) All in cash (meaning Good Funds, as defined in Section 4F below). If this Contract is subject to approval for Purchaser to obtain financing from a third party, the Addendum B-1, THIRD PARTY FINANCING is attached.

☐ (2) Part in cash (Good Funds), in the following amount or percentage *[Check only one]:*

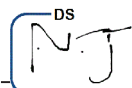
☐ (a) \$ _____

☐ (b) _____ percent (____%) of the Purchase Price.

If only part of the Purchase Price is to be paid in cash, then the balance of the Purchase Price will be paid according to the provisions in Addendum B-2, SELLER FINANCING. If part of the Purchase Price is to be paid by Purchaser assuming an existing promissory note secured by the Property, or taking the Property subject to an existing promissory note secured by the Property, then Addendum B-3, EXISTING LOAN, is attached.

Seller's Initials _____

Purchaser's Initials _____

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☐ **B. Adjustment.** The Purchase Price will be adjusted up or down based upon the land area of the Property as determined by the Survey. The land area will be multiplied by the following amount per acre or square foot, as applicable, and the product will become the Purchase Price at the Closing **[Check only one]**: ☐ \$ N/A per acre; or ☐ \$ N/A per square foot. The land area for purposes of determining the Purchase Price will be the gross land area of the Property unless this box ☐ is checked, in which case the land area for purposes of determining the Purchase Price will be the Net Land Area [as defined in Section 5A (Survey)] of the Property. Notwithstanding the foregoing, the Purchase Price will not be reduced under this Section 3B to less than \$ N/A.

4. EARNEST MONEY AND TITLE COMPANY ESCROW.

A. Title Company. The Title Company to serve as escrow agent for this Contract is (the “Title Company”):

~~Allegiance Title~~ Fidelity National Title

~~3838 Oak Lawn Ave.~~

~~Dallas, TX 75219~~

~~SLancaster@allegiancetitle.com~~

~~214-521-1122 Ofc / 214-521-8013 Fax~~

B. Effective Date. The “Effective Date” is the date the Title Company acknowledges receipt of this fully executed Contract as indicated by the signature block for the Title Company.

C. Earnest Money. Within two (2) Business Days after the Effective Date, Purchaser shall deliver an earnest money deposit in the amount of \$ 50,000.00 (the “Earnest Money”) payable to the Title Company, in its capacity as escrow agent, to be held in escrow pursuant to the terms of this Contract. Seller’s acceptance of this Contract is expressly conditioned upon Purchaser’s timely deposit of the Earnest Money with the Title Company. If Purchaser fails to timely deposit the Earnest Money with the Title Company, then Seller may, at Seller’s option, terminate this Contract by delivering a written termination notice to Purchaser at any time until Purchaser deposits the Earnest Money with the Title Company.

The Title Company shall deposit the Earnest Money in one or more fully insured accounts in one or more federally insured banking or savings institutions. Purchaser hereby instructs the Title Company to promptly deposit the check upon receipt (which instruction may not be retracted without Seller’s written consent). After receipt of necessary tax forms from Purchaser, the Title Company will deposit the Earnest Money in an interest bearing account unless this box ☐ is checked, in which case the Title Company will not be required to deposit the Earnest Money in an interest bearing account. Any interest earned on the Earnest Money will become a part of the Earnest Money. At the Closing, the Earnest Money will be applied to the Purchase Price or, at Purchaser’s option, will be returned to Purchaser upon full payment of the Purchase Price.

D. Independent Consideration. Notwithstanding anything in this Contract to the contrary, a portion of the Earnest Money in the amount of \$100.00 will be non-refundable and will be distributed to Seller upon any termination of this Contract as independent consideration for Seller’s performance under this Contract. If this Contract is properly terminated by Purchaser pursuant to a right of termination granted to Purchaser by any provision of this Contract, the Earnest Money will be promptly returned to Purchaser. Any provision of this Contract that states that the Earnest Money is to be returned to Purchaser means that the Earnest Money, less the \$100.00 non-refundable portion, is to be returned to Purchaser.

E. Escrow. The Earnest Money is deposited with the Title Company with the understanding that the Title Company is not: (1) responsible for the performance or non-performance of any party to this Contract; or (2) liable for interest on the funds except to the extent interest has been earned after the funds have been deposited in an interest-bearing account.

F. Definition of Good Funds. “Good Funds” means currently available funds, in United States dollars, paid in the form of a certified check, cashier’s check, official bank check or wire transfer acceptable to the Title Company, such that the payment may not be stopped by the paying party. Any reference in this Contract to “cash” means Good Funds.

5. SURVEY AND TITLE.

A. Survey. Within twenty (20) days after the Effective Date **[Check only one]**:

☐ Seller shall deliver to Purchaser a new survey (the “Survey”) of the Property prepared at Seller’s expense.

☐ Seller shall deliver to Purchaser a new survey (the “Survey”) of the Property prepared at Purchaser’s expense.

☐ Seller shall deliver to Purchaser a new survey (the “Survey”) of the Property prepared at Purchaser’s expense, and Seller will give a credit to Purchaser against the Purchase Price at the Closing for the cost of the Survey in an amount not to exceed \$ _____.

Seller's Initials _____

Purchaser's Initials _____

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☒ Seller shall deliver to Purchaser a copy of the most recent existing survey (the “**Survey**”) of the Property in Seller’s possession. If Purchaser, Purchaser’s lender or the Title Company requires a new survey for any reason, then Purchaser shall pay for the cost of the new Survey, and **[check only one]**: ☐ Seller will not be required to pay for any portion of the cost of the new Survey; or ☒ Seller will give a credit to Purchaser against the Purchase Price at the Closing for the cost of the new Survey in an amount not to exceed \$ ~~5,000.00~~ **2,500.00**.

Any new Survey must: (1) be prepared by a Registered Professional Land Surveyor; (2) be in a form reasonably acceptable to Purchaser and the Title Company; (3) set forth a legal description of the Property by metes and bounds or by reference to a platted lot or lots; (4) show that the Survey was made on the ground with corners marked with monuments either found or placed; (5) show any discrepancies or conflicts in boundaries, and any visible encroachments; (6) contain the surveyor’s certificate that the Survey is true and correct; and (7) show the location and size of all of the following on or immediately adjacent to the Property, if any, if recorded or visible and apparent: (a) buildings, (b) building set back lines (as shown on any recorded plat, but not as may be described in any restrictive covenants or zoning ordinances), (c) streets and roads, (d) 100-year flood plain (approximate location), (e) improvements, (f) encroachments, (g) easements, (h) recording information of recorded easements, (i) pavements, (j) protrusions, (k) fences, (l) rights-of-way, and (m) any markers or other visible evidence of utilities. Any area of the Property within the 100-year flood plain will be shown on the Survey as the approximate location of the 100-year flood plain as defined by the Federal Emergency Management Agency or other applicable governmental authority. If the area within any 100-year flood plain is to be deducted for the purpose of determining Net Land Area (defined below), then the Survey must show the area of the Property covered by the 100-year flood plain, and that area, as reasonably determined by the surveyor, will be conclusive for purposes of this Contract, even though the surveyor may qualify that determination as approximate. After the delivery of the Survey, the legal description of the Property set forth in the Survey will be incorporated in this Contract as the legal description of the Property, and will be used in the deed and any other documents requiring a legal description of the Property.

The Survey must show the gross land area of the Property, and if the Purchase Price is based upon the Net Land Area then the survey must also show the Net Land Area, expressed in both acres and square feet. The term “**Net Land Area**” means the gross land area of the Property less the area within any of the following (if recorded or visible and apparent, but excluding those within set back area) **[Check all that apply]**:

☒ utility easements; ☒ drainage easements; ☒ access easements; ☒ rights-of-way; ☒ 100-year flood plain; and ☒ any encroachments on the Property.

B. Title Commitment. Within ten (10) days after the Effective Date, Seller shall deliver or cause to be delivered to Purchaser: (1) A title commitment (the “**Title Commitment**”) covering the Property binding the Title Company to issue a Texas Owner Policy of Title Insurance (the “**Title Policy**”) on the standard form prescribed by the Texas Department of Insurance at the Closing, in the full amount of the Purchase Price, insuring Purchaser’s fee simple title to the Property to be good and indefeasible, subject only to the Permitted Exceptions (defined below); and (2) the following (collectively, the “**Title Documents**”): (a) true and legible copies of all recorded instruments affecting the Property and recited as exceptions in the Title Commitment; (b) a current tax certificate; (c) any written notices required by applicable statutes, including those referenced in Section 17; and (d) if the Property includes any personal property, UCC search reports pertaining to Seller. Seller shall pay any expense for delivery of the Title Commitment and Title Documents.

6. REVIEW OF SURVEY & TITLE.

A. Title Review Period. Purchaser shall have 20 days (the “**Title Review Period**”) after receipt of the last of the Survey, Title Commitment and Title Documents to review them and to deliver in writing to Seller any objections Purchaser may have to them or any item disclosed by them. Any item to which exception is taken in Schedule B of the Title Commitment to which Purchaser does not object will be deemed a “**Permitted Exception**.” The items set forth on Schedule C of the Title Commitment, and any other items the Title Company identifies to be released upon the Closing (collectively, the “**Release Items**”), will be deemed objections by Purchaser. Purchaser’s failure to object within the time provided will be a waiver of the right to object. If Purchaser delivers any written objections to Seller within the Title Review Period, then Seller shall make a good faith attempt to cure the objections within ten (10) days (the “**Cure Period**”) after receipt of the objections. However, Seller is not required to incur any cost to do so. Zoning ordinances and the lien for current taxes are deemed to be Permitted Exceptions.

B. Cure Period. If Seller cannot cure the objections within the Cure Period, Seller may deliver a written notice to Purchaser, before expiration of the Cure Period, stating whether Seller is committed to cure the objections at or before the Closing. If Seller does not cure the objections within the Cure Period, or does not timely deliver the notice, or does not commit in the notice to fully cure all of the objections at or before Closing, then Purchaser may terminate this Contract by delivering a written notice to Seller on or before the earlier to occur of: (1) the date which is seven (7) days after the expiration of the Cure Period; or (2) the scheduled Closing Date. If Purchaser properly and timely terminates this Contract, the Earnest Money will be returned to

Seller's Initials _____

Purchaser's Initials _____

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Purchaser. If Purchaser does not properly and timely terminate this Contract, then Purchaser will be deemed to have waived any uncured objections and must accept title at the Closing subject to the uncured objections and other Permitted Exceptions. Seller's failure to cure Purchaser's objections under this Section 6 does not constitute a default by Seller.

C. Permitted Exceptions. Notwithstanding anything to the contrary, the Permitted Exceptions shall not include any matters that Seller commits to cure under this Section 6 or any Release Items (collectively, the "**Seller Cure Items**"). Seller shall cause all Seller Cure Items to be removed and cured prior to Closing.

7. SELLER'S REPRESENTATIONS.

A. Statements. Seller represents to Purchaser, to the best of Seller's knowledge, as follows:

(1) Title. At the Closing, Seller will convey to Purchaser good and indefeasible fee simple title to the Property free and clear of any and all liens, assessments, easements, security interests and other encumbrances except the Permitted Exceptions. Delivery of the Title Policy pursuant to Section 12 (the Closing) will be deemed to satisfy the obligation of Seller as to the sufficiency of title required under this Contract. However, delivery of the Title Policy will not release Seller from the warranties of title set forth in the warranty deed.

(2) Leases. There are no parties in possession of any portion of the Property as lessees, tenants at sufferance or trespassers except tenants under written leases timely delivered to Purchaser pursuant to this Contract as part of the Due Diligence Documents.

(3) Liens and Debts. There are no mechanic's liens, Uniform Commercial Code liens or unrecorded liens against the Property, and Seller shall not allow any such liens to attach to the Property before the Closing that will not be satisfied out the Closing proceeds. All obligations of Seller arising from the ownership and operation of the Property and any business operated on the Property, including, but not limited to, taxes, leasing commissions, salaries, contracts, and similar agreements, have been paid or will be paid before the Closing. Except for obligations for which provisions are made in this Contract for prorating at the Closing and any indebtedness taken subject to or assumed, there will be no obligations of Seller with respect to the Property outstanding as of the Closing.

(4) Litigation. There is no pending or threatened litigation, condemnation, or assessment affecting the Property. Seller shall promptly advise Purchaser of any litigation, condemnation or assessment affecting the Property that is instituted after the Effective Date.

(5) Material Defects. Seller has disclosed to Purchaser any and all known conditions of a material nature with respect to the Property which may affect the health or safety of any occupant of the Property. Except as timely disclosed in writing by Seller to Purchaser as part of the Due Diligence Documents, the Property has no known latent structural defects or construction defects of a material nature, and none of the improvements have been constructed with materials known to be a potential health hazard to occupants of the Property.

(6) Hazardous Materials. Except as otherwise timely disclosed in writing by Seller to Purchaser as part of the Due Diligence Documents, the Property (including any improvements) does not contain any Hazardous Materials (defined below) other than lawful quantities properly stored in containers in compliance with applicable laws.

B. Remedies. If Purchaser discovers, before the Closing, that any of Seller's representations or warranties has been misrepresented in a material respect, Purchaser may notify Seller of the misrepresentation in writing, and Seller shall attempt to correct the misrepresentation. If the misrepresentation is not corrected by Seller before the Closing, Purchaser may: (1) proceed to Closing, without waiving any claim for misrepresentation; or (2) terminate this Contract by delivering a written termination notice to Seller, in which case the Earnest Money will be refunded to Purchaser.

C. Covenants. After the Effective Date, Seller shall not, without Purchaser's prior written approval: (1) further encumber the Property or allow an encumbrance upon the title to the Property, or modify the terms of any existing encumbrances, if the encumbrance would still be in effect after Closing; or (2) enter into any lease or contract affecting the Property, if the lease or contract would still be in effect after Closing. ~~Furthermore, prior to Closing at Seller's sole cost and expense, Seller will cause the termination of all leases and other rights of possession or occupancy affecting all or any portion of the Property.~~ However, Seller may enter into a contract with an independent third party, in the ordinary course of business, without Purchaser's consent, if Purchaser will be entitled to terminate the contract at any time after Closing, without incurring any termination charge, by delivering a termination notice thirty (30) days in advance of the termination date. If Seller enters into any contract affecting the Property after the Effective Date, then Seller shall immediately deliver a photocopy of the signed document to Purchaser.

Seller's Initials _____

Purchaser's Initials _____

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8. NONCONFORMANCE. Purchaser has or will independently investigate and verify to Purchaser's satisfaction the extent of any limitations of uses of the Property. Purchaser acknowledges that the current use of the Property or the improvements located on the Property (or both) may not conform to applicable Federal, State or municipal laws, ordinances, codes or regulations. Zoning, permitted uses, height limitations, setback requirements, minimum parking requirements, limitations on coverage of improvements to total area of land, Americans with Disabilities Act requirements, wetlands restrictions and other matters may have a significant economic impact upon the intended use of the Property by Purchaser. However, if Seller is aware of pending zoning changes and/or current nonconformance with any Federal, State or local laws, ordinances, codes or regulations, Seller shall promptly disclose same to Purchaser. The statements in this paragraph do not override or limit the express representations of Seller contained elsewhere within this Contract.

9. INSPECTION. [Check only one]

☒ **A. Inspection Desired.** Purchaser desires to inspect the Property and Seller grants to Purchaser the right to inspect the Property as described in Addendum C, INSPECTION.

☐ **B. Inspection Not Necessary.** Purchaser acknowledges that Purchaser has inspected the Property, including all buildings and improvements, and is thoroughly familiar with their condition. Purchaser accepts the Property in its present "AS IS" condition, and any changes caused by normal wear and tear before the Closing, but without waiving Purchaser's rights by virtue of Seller's representations expressed in this Contract.

10. CASUALTY LOSS AND CONDEMNATION.

A. Damage or Destruction. All risk of loss to the Property will remain upon Seller before the Closing. If, before the Closing, the Property is damaged or destroyed by fire or other casualty to a Material Extent (defined below), then Purchaser may either terminate this Contract by delivering a written termination notice to Seller within ten (10) days after the date the casualty occurred (and in any event before the Closing), in which case the Earnest Money will be returned to Purchaser. If the Property is damaged by fire or other casualty to less than a Material Extent, the parties shall proceed to the Closing as provided in this Contract. If the transaction is to proceed to Closing, despite any damage or destruction, there will be no reduction in the Purchase Price and Seller shall do one of the following: (1) fully repair the damage before the Closing, at Seller's expense; (2) give a credit to Purchaser at the Closing for the entire cost of repairing the Property; or (3) assign to Purchaser all of Seller's right and interest in any insurance proceeds resulting from the damage or destruction, plus give a credit to Purchaser at the Closing in an amount equal to any deductible or other shortfall. The term "**Material Extent**" means damage or destruction where the cost of repair exceeds ten percent (10%) of the Purchase Price. If the extent of damage or the amount of insurance proceeds to be made available cannot be determined before the Closing Date, or the repairs cannot be completed before the Closing Date, either party may postpone the Closing Date by delivering a written notice to the other party specifying an extended Closing Date that is not more than thirty (30) days after the previously scheduled Closing Date.

B. Condemnation. If condemnation proceedings are commenced before Closing against any portion of the Property, then Seller shall immediately notify Purchaser in writing of the condemnation proceedings, and Purchaser may terminate this Contract by delivering a written notice to Seller within ten (10) days after Purchaser receives the notice (and in any event before Closing), in which case the Earnest Money will be returned to Purchaser. If this Contract is not terminated, then any condemnation award will (a) if known on the Closing Date, belong to Seller and the Purchase Price will be reduced by the same amount, or (b) if not known on the Closing Date, belong to Purchaser and the Purchase Price will not be reduced.

11. ASSIGNMENT. [Check only one]

☐ **A. Assignment Permitted.** Purchaser may assign this Contract provided the assignee assumes in writing all obligations and liabilities of Purchaser under this Contract, in which event Purchaser will be relieved of any further liability under this Contract.

☒ **B. Limited Assignment Permitted.** Purchaser may assign this Contract only to a related party, defined as: (1) an entity in which Purchaser is an owner, partner or corporate officer; (2) an entity which is owned or controlled in whole or in part, directly or indirectly through one or more intermediaries, by one or more of the persons that own or control Purchaser; or (3) a member or members of the immediate family of Purchaser, or a trust in which the beneficiary or beneficiaries is or are a member or members of the immediate family of Purchaser. Purchaser will remain liable under this Contract after any assignment.

☐ **C. Assignment Prohibited.** Purchaser may not assign this Contract without Seller's prior written consent.

Seller's Initials _____

Purchaser's Initials _____

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12. CLOSING.

A. Closing Date. The closing of the transaction described in this Contract (the "**Closing**") will be held at the offices of the Title Company at its address stated below, on the date (the "**Closing Date**") that is 30 days after the expiration of the Inspection Period. However, if Seller committed to cure any objections pursuant to Section 6B (Cure Period) and such objections have not been cured, then Purchaser may postpone the Closing Date by delivering a written notice to Seller specifying an extended Closing Date which is not more than thirty (30) days after the previously scheduled Closing Date.

B. Seller's Closing Obligations. At the Closing, Seller shall deliver to Purchaser, at Seller's expense:

(1) A duly executed *[check only one]* ☐ General Warranty Deed ☒ Special Warranty Deed (with vendor's lien retained if financing is given by Seller or obtained from a third party) conveying the Property in fee simple according to the legal description prepared by the surveyor as shown on the Survey, subject only to the Permitted Exceptions;

(2) An updated Title Commitment committing the underwriter for the Title Company to issue promptly after the Closing, at Seller's expense, the Title Policy pursuant to the Title Commitment, subject only to the Permitted Exceptions, in the full amount of the Purchase Price, dated as of the date of the Closing, and (at an additional premium cost) *[check only one if applicable]* ☒ with the survey exception modified at Seller's expense to read "any shortages in area," or ☐ with the survey exception modified at Purchaser's expense to read "any shortages in area", together with an irrevocable commitment in writing from the Title Company for the benefit of Purchaser to issue the foregoing in such required form;

(3) A Bill of Sale conveying the personal property, if any, including, but not limited to, any described on Addendum A, IMPROVED PROPERTY, free and clear of liens, security interests and encumbrances, subject only to the Permitted Exceptions (to the extent applicable);

(4) Possession of the Property, subject to the applicable Permitted Exceptions ~~but free and clear of all rights of parties in possession and any other leases or occupancy rights;~~

(5) ~~Evidence, reasonably satisfactory to Purchaser, of the termination at or prior to Closing of all leases and other rights of occupancy or possession affecting all or any portion of the Property;~~

(6) A current rent roll certified by Seller to be complete and accurate, if there are any leases affecting the Property;

(7) Evidence of Seller's authority and capacity to close this transaction; and

(8) All other documents reasonably required by the Title Company to close the transaction contemplated by this Contract.

C. Purchaser's Closing Obligations. At the Closing, Purchaser shall deliver to Seller, at Purchaser's expense:

(1) The cash portion of the Purchase Price (with the Earnest Money being applied to the Purchase Price);

(2) The Note and the Deed of Trust, if Addendum B-2, SELLER FINANCING, is attached;

(3) Evidence of Purchaser's authority and capacity to close the transaction contemplated by this Contract; and

(4) All other documents reasonably required by the Title Company to close the transaction contemplated by this Contract.

D. Closing Costs. Each party shall pay its share of the closing costs which are customarily paid by a seller or purchaser in a transaction of this character in the county where the Property is located, or as otherwise agreed.

E. Prorations. Ad valorem taxes for the year of Closing will be prorated at the Closing effective as of the date of the Closing. Seller shall give a credit to Purchaser at the Closing in the aggregate amount of any security deposits deposited by tenants under leases affecting the Property and Seller shall have no liability after the date of Closing for any security deposits not actually credited to Purchaser. If the Closing occurs before the tax rate is fixed for the year of the Closing, the apportionment of the taxes will be upon the basis of the tax rate for the preceding year applied to the latest assessed valuation, but any difference between actual and estimated taxes for the year of the Closing actually paid by Purchaser will be adjusted equitably between the parties upon receipt of a written statement of the actual amount of the taxes. Seller will pay or discharge, prior to Closing, all

Seller's Initials _____

Purchaser's Initials _____

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leasing commissions and other costs and expenses incurred in connection with any lease affecting the Property prior to Closing. This provision will survive the Closing.

F. Rollback Taxes. If this sale or a change in use of the Property or denial of any special use valuation of the Property would result in the assessment after the Closing of additional taxes and interest applicable to the period of time before the Closing ("**Rollback Taxes**"), then: (1) Purchaser shall pay the Rollback Taxes (including any interest and penalties) if and when they are assessed, without receiving any credit from Seller; unless (2) this box ☐ is checked, in which case Seller shall give a credit to Purchaser at the Closing for the amount of the Rollback Taxes (including interest) that may be assessed after the Closing as reasonably estimated by the Title Company, and Purchaser shall pay the Rollback Taxes (including any interest and penalties) if and when they are assessed after the Closing. If Seller gives a credit to Purchaser for the estimated amount of Rollback Taxes, and the actual Rollback Taxes assessed after the Closing are different from the estimate used at the Closing, then there will be no subsequent adjustment between Seller and Purchaser. If any Rollback Taxes are due before the Closing due to a change in use of the Property by Seller or a denial of any special use valuation of the Property before the Closing, then Seller shall pay those Rollback Taxes (including any interest and penalties) at or before the Closing.

G. Loan Assumption. If Purchaser assumes an existing mortgage loan at the Closing, Purchaser shall pay: (1) to the lender, any assumption fee charged by the lender; and (2) to Seller, a sum equal to the amount of any reserve accounts held by the lender for the payment of taxes, insurance and any other expenses applicable to the Property for which reserve accounts are held by the lender. Purchaser shall execute, at the option and expense of Seller, a Deed of Trust to Secure Assumption with a trustee named by Seller. If consent to the assumption is required by the lender, Seller shall obtain the lender's consent in writing and deliver the consent to Purchaser at the Closing. If Seller does not obtain the lender's written consent (if required) and deliver it to Purchaser at or before the Closing, Purchaser may terminate this Contract by delivering a written termination notice to Seller, and the Earnest Money will be returned to Purchaser.

H. Foreign Person Notification. If Seller is a Foreign Person, as defined by the Internal Revenue Code, or if Seller fails to deliver to Purchaser a non-foreign affidavit pursuant to §1445 of the Internal Revenue Code, then Purchaser may withhold from the sales proceeds an amount sufficient to comply with applicable tax law and deliver the withheld proceeds to the Internal Revenue Service, together with appropriate tax forms. The non-foreign affidavit from Seller must include: (1) a statement that Seller is not a foreign person; (2) the U. S. taxpayer identification number of Seller; and (3) any other information required by §1445 of the Internal Revenue Code.

13. DEFAULT.

A. Purchaser's Remedies. If Seller fails to close this Contract for any reason except Purchaser's default or the termination of this Contract pursuant to a right to terminate set forth in this Contract, or if Seller is otherwise in breach of any of its obligations under this Contract, then Seller will be in default and Purchaser may elect to either: (1) enforce specific performance of this Contract (i.e., force Seller to sell the Property to Purchaser pursuant to this Contract); or (2) terminate this Contract by delivering a written notice to Seller. If Purchaser elects to terminate this Contract due to Seller's default, then Purchaser will be deemed to have waived any other remedies available to Purchaser and the Earnest Money will be returned to Purchaser.

The foregoing will be Purchaser's sole and exclusive remedies for Seller's default unless this box ☐ is checked, in which case Purchaser may sue Seller for damages. If the box is checked to allow Purchaser to sue Seller for damages, then Purchaser must elect to pursue either specific performance or a claim for damages at the beginning of any legal action initiated by Purchaser.

B. Seller's Remedies. If Purchaser fails to close this Contract for any reason except Seller's default or the termination of this Contract pursuant to a right to terminate set forth in this Contract, Purchaser will be in default and Seller may terminate this Contract and receive the Earnest Money as liquidated damages for Purchaser's breach of this Contract, thereby releasing Purchaser from this Contract. If Seller terminates the Contract due to Purchaser's default, then the Earnest Money will be paid to Seller.

The right to receive the Earnest Money will be Seller's sole and exclusive remedy for Purchaser's default unless one of the following remedies is selected, in which case Seller may sue Purchaser: ☐ to enforce specific performance (i.e., force Purchaser to purchase the Property pursuant to this Contract); or ☐ for damages. If one or both of the boxes is checked to allow Seller to sue Purchaser to enforce specific performance or for damages, then Seller must elect to either receive the Earnest Money as liquidated damages or pursue one of the other selected remedies at the beginning of any legal action initiated by Seller.

Neither party will be in default hereunder unless the failure at issue continues in whole or in part for five (5) or more days after notice from the non-defaulting party regarding same, and if necessary, the Closing Date will be extended to afford a defaulting party the notice and opportunity to cure contemplated herein.

Seller's Initials _____

Purchaser's Initials _____

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14. AGENCY DISCLOSURE.

A. Agency Relationships. The term "**Brokers**" refers to the Principal Broker and the Cooperating Broker, if applicable, as set forth on the signature page. Each Broker has duties only to the party the Broker represents as identified below. If either Broker is acting as an intermediary, then that Broker will have only the duties of an intermediary, and the intermediary disclosure and consent provisions apply as set forth below. *[Each broker check only one]*

- (1) The Principal Broker is: ☒ agent for Seller only; or ☐ agent for Purchaser only; or ☐ an intermediary.
- (2) The Cooperating Broker is: ☐ agent for Seller only; ☒ agent for Purchaser only; or ☐ an intermediary.

B. Other Brokers. Seller and Purchaser each represent to the other that they have had no dealings with any person, firm, agent or finder in connection with the negotiation of this Contract or the consummation of the purchase and sale contemplated by this Contract, other than the Brokers named in this Contract, and no real estate broker, agent, attorney, person, firm or entity, other than the Brokers is entitled to any commission or finder's fee in connection with this transaction as the result of any dealings or acts of the representing party. Each party agrees to indemnify, defend, and hold the other party harmless from and against any costs, expenses or liability for any compensation, commission, fee, or charges that may be claimed by any agent, finder or other similar party, other than the named Brokers, by reason of any dealings or acts of the indemnifying party.

C. Fee Sharing. Seller and Purchaser agree that the Brokers may share the Fee (defined below) among themselves, their sales associates, and any other licensed brokers involved in the sale of the Property. The parties authorize the Title Company to pay the Fee directly to the Principal Broker and, if applicable, the Cooperating Broker, in accordance with Section 15 (Professional Service Fee) or any other agreement pertaining to the Fee. Payment of the Fee will not alter the fiduciary relationships between the parties and the Brokers.

D. Intermediary Relationship. If either of the Brokers has indicated in Section 14A (Agency Relationships) that the Broker is acting as an intermediary in the transaction contemplated by this Contract, then Purchaser and Seller hereby consent to the intermediary relationship, authorize the such Broker or Brokers to act as an intermediary in this transaction, and acknowledge that the source of any expected compensation to the Brokers will be Seller, and the Brokers may also be paid a fee by Purchaser. A real estate broker who acts as an intermediary between parties in a transaction:

- (1) may not disclose to the buyer that the seller will accept a price less than the asking price unless otherwise instructed in a separate writing by the seller;
- (2) may not disclose to the seller that the buyer will pay a price greater than the price submitted in a written offer to the seller unless otherwise instructed in a separate writing by the buyer;
- (3) may not disclose any confidential information or any information a party specifically instructs the real estate broker in writing not to disclose unless otherwise instructed in a separate writing by the respective party or required to disclose such information by the Texas Real Estate License Act or a court order or if the information materially relates to the condition of the property;
- (4) shall treat all parties to the transaction honestly; and
- (5) shall comply with the Texas Real Estate License Act.

Broker is authorized to appoint, by providing written notice to the parties, one or more licensees associated with Broker to communicate with and carry out instructions of one party, and one or more other licensees associated with Broker to communicate with and carry out instructions of the other party or parties. During negotiations, an appointed licensee may provide opinions and advice to the party to whom the licensee is appointed.

15. PROFESSIONAL SERVICE FEE.

A. Payment of Fee. Seller agrees to pay the Brokers a professional service fee (the "**Fee**") for procuring the Purchaser and for assisting in the negotiation of this Contract as follows:

Jon McDaniel, Bobby Montgomery, Jordan Johnson with NAI Robert Lynn (Principal Broker) represents the Seller and Philip Samples of Colonial Commercial (Cooperating Broker), represents the Purchaser. Seller shall pay a fee of 6. % of the total sales price split 50/50 NAI Robert Lynn and Colonial Commercial at closing.

The Fee will be earned upon the execution of this Contract and will be paid at the Closing of a sale of the Property by Seller pursuant to this Contract (as may be amended or assigned). The Fee will be paid by Seller to the Brokers in the county in which

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the Property is located. Seller shall pay any applicable sales taxes on the Fee. The Title Company or other escrow agent is authorized and directed to pay the Fee to the Brokers out of the Closing proceeds. A legal description of the Property, as set forth in this Contract and any Survey delivered pursuant to this Contract, is incorporated by reference in the agreement pertaining to the Fee set forth or referenced in this Section.

The Fee is earned notwithstanding: (1) any subsequent termination of this Contract (except a termination by Seller or Purchaser pursuant to a right of termination under this Contract); or (2) any default by Seller. If the Closing does not occur due to Purchaser's default, the Fee will not exceed one-half (1/2) of the Earnest Money notwithstanding anything contained in this Contract or in any other agreement pertaining to the Fee to the Contrary. If either party defaults under this Contract, then the Fee will be paid within ten (10) days after the scheduled Closing Date, out of the Earnest Money or any other escrow deposit made pursuant to this Contract, to the extent that the Earnest Money and any other escrow deposit are sufficient for payment of the Fee. In the event that the Earnest Money and any other escrow deposit are insufficient for the payment of the Fee, then the defaulting party shall be responsible for payment of the remainder of the Fee.

B. Consent Required. Purchaser, Seller and Title Company agree that the Brokers are third party beneficiaries of this Contract with respect to the Fee, and that no change may be made by Purchaser, Seller or Title Company as to the time of payment, amount of payment or the conditions for payment of the Fee without the written consent of the Brokers.

C. RIGHT TO CLAIM A LIEN. PURSUANT TO CHAPTER 62 OF THE TEXAS PROPERTY CODE, AS THE SAME MAY BE AMENDED FROM TIME TO TIME, THE BROKERS HEREBY DISCLOSE THEIR RIGHT TO CLAIM A LIEN BASED ON THE COMMISSION AGREEMENT SET FORTH IN THIS SECTION 15 AND ANY OTHER COMMISSION AGREEMENTS REFERENCED IN THIS CONTRACT OR APPLICABLE TO THE TRANSACTION CONTEMPLATED BY THIS CONTRACT. THIS DISCLOSURE IS HEREBY INCORPORATED IN ANY SUCH COMMISSION AGREEMENTS.

16. MISCELLANEOUS PROVISIONS.

A. Definition of Hazardous Materials. "Hazardous Materials" means any pollutants, toxic substances, oils, hazardous wastes, hazardous materials or hazardous substances as defined in or pursuant to the Comprehensive Environmental Response, Compensation and Liability Act, as amended, the Clean Water Act, as amended, or any other Federal, State or local environmental law, ordinance, rule or regulation, whether existing as of the Effective Date or subsequently enacted.

B. Notices. All notices and other communications required or permitted under this Contract must be in writing and will be deemed delivered on the earlier of: (1) actual receipt, if delivered in person or by courier, with evidence of delivery; (2) receipt of an electronic facsimile ("Fax") transmission with confirmation of delivery to the Fax numbers specified in this Contract, if any; or (3) on the date of deposit with a nationally-recognized overnight courier service for delivery on or before the next business day or 3 business days after deposit with the United States Postal Service, certified mail, return receipt requested, postage prepaid, and properly addressed to the intended recipient at the address set forth in this Contract. Any party may change its address for notice purposes by delivering written notice of its new address to all other parties in the manner set forth above. Copies of all written notices should also be delivered to the Brokers and to the Title Company, but failure to notify the Brokers or the Title Company will not cause an otherwise properly delivered notice to be ineffective.

C. Termination. If this Contract is terminated for any reason, the parties will have no further rights or obligations under this Contract, except that: (1) Purchaser shall pay the costs to repair any damage to the Property caused by Purchaser or Purchaser's agents; (2) Purchaser shall return to Seller any reports or documents delivered to Purchaser by Seller; and (3) each party shall perform any other obligations that, by the explicit provisions of this Contract, expressly survive the termination of this Contract. The obligations of this Section 16C will survive the termination of this Contract. The terms of any mutual termination agreement will supersede and control over the provisions of this Section 16C to the extent of any conflict.

D. Forms. In case of a dispute as to the form of any document required under this Contract, the most recent form prepared by the State Bar of Texas will be used, modified as necessary to conform to the terms of this Contract.

E. Attorneys' Fees. The prevailing party in any legal proceeding brought to enforce this Contract, or brought relating to the transaction contemplated by this Contract, will be entitled to recover from the non-prevailing parties court costs, reasonable attorneys' fees and all other reasonable related expenses.

F. Integration. This Contract contains the complete agreement between the parties with respect to the Property and cannot be varied except by written agreement. The parties agree that there are no oral agreements, understandings, representations or warranties made by the parties that are not expressly set forth in this Contract. Any prior written agreements, understandings, representations or warranties between the parties will be deemed merged into and superceded by this Contract, unless it is clear

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Purchaser's Initials _____

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from the written document that the intent of the parties is for the previous written agreement, understanding, representation or warranty to survive the execution of this Contract.

G. Survival. Any representation or covenant contained in this Contract not otherwise discharged at the Closing will survive the Closing.

H. Binding Effect. This Contract will inure to the benefit of, and will be binding upon, the parties to this Contract and their respective heirs, legal representatives, successors and assigns.

I. Time For Performance. Time is of the essence under each provision of this Contract. Strict compliance with the times for performance is required.

J. Business Day. If any date of performance under this Contract falls on a Saturday, Sunday or Texas legal holiday, such date of performance will be deferred to the next day that is not a Saturday, Sunday or Texas legal holiday.

K. Right of Entry. After reasonable advance notice and during normal business hours, Purchaser, Purchaser's representatives and the Brokers have the right to enter upon the Property before the Closing for purposes of viewing, inspecting and conducting studies of the Property, so long as they do not unreasonably interfere with the use of the Property by Seller or any tenants, or cause damage to the Property.

L. Governing Law. This Contract will be construed under and governed by the laws of the State of Texas, and unless otherwise provided in this Contract, all obligations of the parties created under this Contract are to be performed in the county where the Property is located.

M. Severability. If any provision of this Contract is held to be invalid, illegal, or unenforceable by a court of competent jurisdiction, the invalid, illegal, or unenforceable provision will not affect any other provisions, and this Contract will be construed as if the invalid, illegal, or unenforceable provision is severed and deleted from this Contract.

N. Broker Disclaimer. The Brokers will disclose to Purchaser any material factual knowledge the Brokers may possess about the condition of the Property. Purchaser understands that a real estate broker is not an expert in matters of law, tax, financing, surveying, hazardous materials, engineering, construction, safety, zoning, land planning, architecture, or the Americans with Disabilities Act. Purchaser should seek expert assistance on such matters. The Brokers do not investigate a property's compliance with building codes, governmental ordinances, statutes and laws that relate to the use or condition of the Property or its construction, or that relate to its acquisition. Purchaser is not relying upon any representations of the Brokers concerning permitted uses of the Property or with respect to any nonconformance of the Property. If the Brokers provide names of consultants or sources for advice or assistance, the Brokers do not warrant the services of the advisors or their products. The Brokers cannot warrant the suitability of property to be acquired. Purchaser acknowledges that current and future federal, state and local laws and regulations may require any Hazardous Materials to be removed at the expense of those persons who may have had or continue to have any interest in the Property. The expense of such removal may be substantial. Purchaser agrees to look solely to experts and professionals selected or approved by Purchaser to advise Purchaser with respect to the condition of the Property and will not hold the Brokers responsible for any condition relating to the Property. The Brokers do not warrant that Seller will disclose any or all property defects or other matters pertaining to the Property or its condition. Seller and Purchaser agree to hold the Brokers harmless from any damages, claims, costs and expenses but not limited to, reasonable attorneys' fees and court costs, resulting from or related to any person furnishing any false, incorrect or inaccurate information with respect to the Property, Seller's concealing any material information with respect to the condition of the Property, or matters that should be analyzed by experts. To the extent permitted by applicable law, the Brokers' liability for errors or omissions, negligence, or otherwise, is limited to the return of the Fee, if any, paid to the responsible Broker pursuant to this Contract. The parties agree that they are not relying upon any oral statements that the Brokers may have made. Purchaser is relying solely upon Purchaser's own investigations and the representations of Seller, if any, and Purchaser acknowledges that the Brokers have not made any warranty or representation with respect to the condition of the Property or otherwise.

O. Counterparts. This Contract may be executed in a number of identical counterparts. Each counterpart is deemed an original and all counterparts will, collectively, constitute one agreement.

17. STATUTORY NOTICES.

A. Abstract or Title Policy. At the time of the execution of this Contract, Purchaser acknowledges that the Brokers have advised and hereby advise Purchaser, by this writing, that Purchaser should have the abstract covering the Property examined by an attorney of Purchaser's own selection or that Purchaser should be furnished with or obtain a policy of title insurance.

Seller's Initials _____

Purchaser's Initials _____

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B. Notice Regarding Unimproved Property Located in a Certificated Service Area. If the Property is unimproved and is located in a certificated service area of a utility service, then Seller shall give to Purchaser a written notice in compliance with §13.257 of the Texas Water Code, and Purchaser agrees to acknowledge receipt of the notice in writing. The notice must set forth the correct name of utility service provider authorized by law to provide water or sewer service to the Property, and must comply with all other applicable requirements of the Texas Water Code.

18. DISPUTE RESOLUTION.

A. Mediation. If any dispute (the "**Dispute**") arises between any of the parties to this Contract including, but not limited to, payment of the Fee, then any party (including any Broker) may give written notice to the other parties requiring all involved parties to attempt to resolve the Dispute by mediation. Except in those circumstances where a party reasonably believes that an applicable statute of limitations period is about to expire, or a party requires injunctive or equitable relief, the parties are obligated to use this mediation procedure before initiating arbitration or any other action. Within seven (7) days after receipt of the mediation notice, each party must deliver a written designation to all other parties stating the names of one or more individuals with authority to resolve the Dispute on such party's behalf. Within fourteen (14) days after receipt of the mediation notice, the parties shall make a good faith effort to select a qualified mediator to mediate the Dispute. If the parties are unable to timely agree upon a mutually acceptable mediator, any party may request any state or federal district judge to appoint a mediator. In consultation with the mediator, the parties shall promptly designate a mutually convenient time and place for the mediation that is no later than thirty (30) days after the date the mediator is selected. In the mediation, each party must be represented by persons with authority and discretion to negotiate a resolution of the Dispute, and may be represented by counsel. The mediation will be governed by applicable provisions of Chapter 154 of the Texas Civil Practice and Remedies Code, as the same may be amended from time to time, and such other rules as the mediator may prescribe. The fees and expenses of the mediator will be shared equally by all parties included in the Dispute.

~~**B. Arbitration.** If the parties are unable to resolve any Dispute by mediation, then the parties (including the Brokers) shall submit the Dispute to binding arbitration before a single arbitrator. The Dispute will be decided by arbitration in accordance with the applicable arbitration statute and any rules selected by the arbitrator. After an unsuccessful mediation, any party may initiate the arbitration procedure by delivering a written notice of demand for arbitration to the other parties. Within fourteen (14) days after the receipt of the written notice of demand for arbitration, the parties shall make a good faith effort to select a qualified arbitrator acceptable to all parties. If the parties are unable to agree upon the selection of an arbitrator, then any party may request any state or federal judge to appoint an arbitrator. This agreement to arbitrate will be specifically enforceable under the prevailing arbitration law.~~

19. Consult an Attorney. This Contract is a legally binding agreement. The Brokers cannot give legal advice. The parties to this Contract acknowledge that they have been advised to have this Contract reviewed by legal counsel before signing this Contract.

Purchaser's attorney is: _____

Seller's attorney is: _____

20. EXHIBITS AND ADDENDA. All Exhibits and Addenda attached to this Contract are incorporated herein by reference and made a part of this Contract for all purposes *[check all that apply]*:

☒ Exhibit "A" Legal Description
☐ Exhibit "B" Site Plan

<input checked="" type="checkbox"/> Addendum A	Improved Property
<input checked="" type="checkbox"/> Addendum B-1	Third Party Financing
<input type="checkbox"/> Addendum B-2	Seller Financing
<input type="checkbox"/> Addendum B-3	Existing Loan
<input checked="" type="checkbox"/> Addendum C	Inspection
<input checked="" type="checkbox"/> Addendum D	Disclosure Notice
<input type="checkbox"/> Addendum E	Lead Based Paint
<input type="checkbox"/> Addendum F	Additional Provisions

21. CONTRACT AS OFFER. The execution of this Contract by the first party to do so constitutes an offer to purchase or sell the Property. If the other party does not accept that offer by signing this Contract and delivering a fully executed copy to the first party within 5 days after the date this Contract is executed by the first party, then the first party may withdraw that offer by delivering a written notice to the other party at any time before the other party accepts that offer, in which case the Earnest Money, if any, will be returned to Purchaser.

Seller's Initials _____

Purchaser's Initials _____

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22. **ADDITIONAL PROVISIONS.** *[Additional provisions may be set forth below or on any attached Addendum].*

- ~~A. Each party, including the title company agrees that, unless required pursuant to a subpoena properly issued by a court of competent jurisdiction, it shall not at any time disclose the actual Purchase Price, Listing Price or any financial information relating to the Property, including without limitation, the amount or terms of any equity or debt financing, to any third party or parties, except to agents, employees or independent contractors (including, without limitation attorneys and accountants) advising or assisting such party with the transaction contemplated hereby, potential or actual investors, potential and actual lenders and as otherwise expressly allowed pursuant to the terms and provisions of this Contract; provided such persons agree to maintain the confidentiality of such information. The provisions of this Section shall survive Closing or termination of this Contract.~~

EXECUTED to be effective as of the Effective Date.

SELLER:

Crowley Economic Development Corp

By: (Signature) _____
Name: _____
Title: _____

By: (Signature) _____
Name: _____
Title: _____

Tax I.D. No: _____
Date of Execution: _____

PURCHASER:

Jalil Najwan

By: (Signature) _____
Name: _____
Title: _____
owner

By: (Signature) _____
Name: _____
Title: _____

Tax I.D. No: _____
Date of Execution: 5/11/2022

DocuSigned by:

CD716765153D4CA...

Seller's Initials _____

Purchaser's Initials _____

TITLE COMPANY RECEIPT: The Title Company acknowledges receipt of this Contract on _____, 2022 (the "Effective Date") and, upon receipt of the Earnest Money, accepts the Earnest Money subject to the terms and conditions set forth in this Contract.

TITLE COMPANY

Allegiance Title

By: (Signature) _____

Name: _____

Title: _____

Address: _____

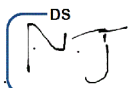
Telephone: _____ Fax: _____

Email: _____

PERMISSION TO USE: This form is provided for use by members of the North Texas Commercial Association of Realtors®, Inc. ("NTCAR") and members of the North Texas Commercial Association of Real Estate Professionals, Inc. Permission is given to make limited copies of the current version of this form for use in a particular Texas real estate transaction. Please contact the NTCAR office to confirm you are using the current version of this form. Mass production, or reproduction for resale, is not allowed without express permission. Any changes to this form must be made in a manner that is obvious. If any words are deleted, they must be left in the form with a line drawn through them.

Seller's Initials _____

Purchaser's Initials

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NORTH TEXAS COMMERCIAL ASSOCIATION OF REALTORS®

EXHIBIT A TO COMMERCIAL CONTRACT OF SALE

LEGAL DESCRIPTION

Address: ³²⁰~~316~~ ~~230~~ E Main Street, Crowley, Texas 76036



Seller's Initials _____

Purchaser's Initials _____

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NORTH TEXAS COMMERCIAL ASSOCIATION OF REALTORS®

ADDENDUM A TO COMMERCIAL CONTRACT OF SALE

IMPROVED PROPERTY

Property address or description 316-320 E Main St
Crowley TX 76036

1. Documents.

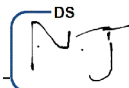
- A. Delivery.** Seller agrees to deliver to Purchaser within ~~two (2)~~ ^{ten (10)} days after the Effective Date complete and legible copies of the following pertaining to the Property, to the extent in Seller's possession or readily available to Seller (collectively, the "**Due Diligence Documents**"):
- (1) All current leases, including all modifications, amendments, supplements and extensions thereof (including written descriptions of any oral agreements);
 - (2) A current rent roll certified by Seller to be true, complete and accurate as of the date of delivery, including names of tenants, annual or monthly rents, expenses paid by tenants and by Seller, commencement dates, terms of leases and renewal options;
 - (3) A current inventory of all tangible personal property and fixtures owned by Seller and located on, attached to, or used in connection with the Property, to be sold with the Property, certified by Seller to be true and correct as of the date of delivery;
 - (4) Any Notes, Deeds of Trust and other loan documents pertaining to loans assumed or taken subject to;
 - (5) All service, maintenance, management, or other contracts relating to the ownership and operation of the Property;
 - (6) All warranties and guaranties;
 - (7) All fire, hazard, liability, and other insurance policies;
 - (8) The real estate and personal property tax statements for the previous two (2) calendar years;
 - (9) All leasing and commission agreements;
 - (10) The "as built" or other plans and specifications;
 - (11) A statement of utility charges, repair costs and other expenses incurred by Seller for the operation and maintenance of the Property for each month for the two (2) years preceding the Effective Date;
 - (12) A true and correct statement of income and expenses from 1/1/21 to 5/31/22; and
 - (13) Other: _____

B. Review of Documents. Purchaser will have a period of time (the "**Document Review Period**") to review the information identified above, ending at the end of the Inspection Period (if any). If Purchaser objects to any information disclosed to or discovered by Purchaser, in Purchaser's sole discretion, no matter how arbitrary, Purchaser may: (i) terminate this Contract by delivery of a written notice to Seller before the expiration of the Document Review Period, in which case the Earnest Money will be returned to Purchaser; or (ii) waive the objections and close the transaction. If Purchaser does not deliver a written termination notice to Seller before expiration of the Document Review Period, then any objections as to the information provided by Seller pursuant to this Addendum will be deemed to be waived by Purchaser.

2. Estoppel Certificates. Seller agrees to deliver to Purchaser, at least 10 (TEN) days before the expiration of the Inspection Period, estoppel certificates executed by each of the tenants under the leases of the Property

Seller's Initials _____

Purchaser's Initials _____

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stating: (1) whether the tenant is an assignee or subtenant; (2) the expiration date of the lease; (3) the number of renewal options under the lease, if any, and the total period of time covered by the renewal options; (4) that none of the terms or provisions of the lease have been changed since the original execution of the lease, except as shown on any attached amendments or modifications; (5) that no default exists under the terms of the lease by either landlord or tenant; (6) that the tenant has no claim against the landlord under the lease and has no defense or right of offset against collection of rent or other charges accruing under the lease; (7) the amount and payment date of the last payment of rent, the period of time covered by that payment, and the amount of any rental payments made in advance; (8) the amount of any security deposits and other deposits, if any; and (9) the identity and address of any guarantor of the lease. If any estoppel certificate is not timely delivered, or is unacceptable to Purchaser, then Purchaser may immediately notify Seller in writing of Purchaser's objections. Seller shall promptly attempt to cure the unacceptable matters without any obligation to incur any cost in connection with the attempt. If Seller is unable to cure the unacceptable matters before the Closing Date, Purchaser may: (i) terminate this Contract by delivering a written termination notice to Seller, in which case the Earnest Money will be returned to Purchaser, or (ii) close the transaction, in which case Purchaser will be deemed to have waived any objections to the unacceptable matters.

3. Operation of Property. After the Effective Date until the Closing Date, Seller shall: (1) operate the Property in the same manner as the Property has been operated by Seller; and (2) maintain the Property in the same condition as existed on the Effective Date, except for ordinary wear and any casualty loss.

4. Personal Property. All fixtures and personal property on the Property and owned by Seller are included as part of the Property including, but not limited to:

- (1) Lighting fixtures, signs, decorative accessories, barriers, traffic control devices and similar equipment;
- (2) Refrigeration, heating, ventilating and air conditioning units and equipment;
- (3) Electronic security equipment and remote transmitter devices;
- (4) Tools, equipment, parts and supplies used for the maintenance of the Property, such as hoses, ladders, mowers and scaffolds, including, but not limited to, any listed here: _____
- (5) Furnishings and decorations situated in common areas such as rugs, artwork, lamps, furniture, planters, and trash containers including, but not limited to, any listed here: _____
- (6) Operating manuals, service instructions and all records pertaining to the installation, operation, maintenance and repair of equipment and fixtures whether listed above as items of personal property or affixed as part of the real property;
- (7) Trade names and assumed names used in connection with the Property including but not limited to, any listed here: _____
- (8) Telephone numbers of the management office of the Property including, but not limited to, any listed here: _____
- (9) To the extent assignable, licenses, permits, maintenance agreements, management agreements, plans and specifications, as-built drawings, shop drawings, warranties, guarantees and any other agreements relating to the Property or any part thereof; and
- (10) Other items: _____

Seller's Initials _____

Purchaser's Initials _____

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~~NORTH TEXAS COMMERCIAL ASSOCIATION OF REALTORS®~~~~ADDENDUM B-1 TO COMMERCIAL CONTRACT OF SALE~~~~THIRD PARTY FINANCING~~

~~Property address or description:~~ 316-320 E Main St
Crowley TX 76036

~~1. THIRD PARTY FINANCING. [Choose one]:~~

☐ This Contract is subject to Purchaser obtaining approval from a third party lender of financing in the amount of \$ _____, payable at _____ intervals based on an amortization of not less than _____ years, with a payment term of not less than _____ years, and with the initial interest rate not to exceed _____ % per annum for the first _____ years of the loan.

☒ This Contract is subject to Purchaser obtaining approval from a third party lender of financing upon terms acceptable to Purchaser.

~~2. APPLICATION. Purchaser shall apply for the desired third party financing approval within seven (7) days after the Effective Date and shall use reasonable efforts to obtain the financing approval.~~

~~3. FINANCING CONTINGENCY. If Purchaser does not obtain the financing approval by the date that is _____ days (the "Financing Contingency Period") after the Effective Date, then Purchaser may terminate this Contract by delivering a written notice to Seller within five (5) days after the end of the Financing Contingency Period (but in any event before the Closing). Purchaser shall deliver a written notice to Seller confirming Purchaser has obtained the financing approval promptly after Purchaser receives the approval. If Seller does not receive that notice on or before the date that is two (2) business days after the end of the Financing Contingency Period, then Seller may terminate this Contract by delivering a written notice to Purchaser at any time thereafter until Seller receives that notice (but in any event before the Closing). If either party terminates this Contract pursuant to this Section 3 of Addendum B-1, the Earnest Money will be returned to Purchaser.~~

Seller's Initials _____

Purchaser's Initials _____

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NORTH TEXAS COMMERCIAL ASSOCIATION OF REALTORS®**ADDENDUM C TO COMMERCIAL CONTRACT OF SALE****INSPECTION**

Property address or description 316-320 E Main St
Crowley, TX, 76036

1. Inspection Period. Purchaser will have a period of 45-days after the Effective Date (the "**Inspection Period**") to inspect the Property and conduct studies regarding the Property. Purchaser's studies may include, without limitation: (1) permitted use and zoning of the Property; (2) core borings; (3) environmental and architectural tests and investigations; (4) physical inspections of improvements, fixtures, equipment, subsurface soils, structural members, and personal property; and (5) examination of agreements, manuals, plans, specifications and other documents relating to the construction and condition of the Property. Purchaser and Purchaser's agents, employees, consultants and contractors will have the right of reasonable entry onto the Property during normal business hours, and upon reasonable advance notice to Seller (which may be provided via email or phone), for purposes of inspections, studies, tests and examinations deemed necessary by Purchaser. The inspections, studies, tests and examinations will be at Purchaser's expense and risk. **PURCHASER SHALL DEFEND AND INDEMNIFY SELLER AGAINST ANY CLAIMS THAT ARISE DUE TO ANY ACTIONS BY PURCHASER OR PURCHASER'S AGENTS, EMPLOYEES, CONSULTANTS AND CONTRACTORS, but such defense and indemnity will not apply to pre-existing conditions or matters merely discovered during any such inspection or investigation activities.**

2. Reports.

☐ **A.** Within _____ days after the Effective Date, Seller shall deliver to Purchaser a written "Phase I" report of an environmental assessment of the Property. The report will be prepared, at Seller's expense, by an environmental consultant reasonably acceptable to Purchaser. The environmental assessment must include an investigation into the existence of Hazardous Materials (as defined in Section 16A of this Contract) in, on or around the Property. The environmental assessment must also include a land use history search, engineering inspections, research and studies that may be necessary to discover the existence of Hazardous Materials.

☒ **B.** Within five (5) days after the Effective Date, Seller shall deliver to Purchaser copies of all reports in Seller's possession of engineering investigations, tests and environmental studies that have been made with respect to the Property within the ten (10) year period before the Effective Date.

☐ **C.** If Purchaser terminates this Contract, Purchaser shall deliver to Seller, at Purchaser's expense and contemporaneously with the termination, all written reports, inspections, plats, drawings and studies delivered by Seller or Brokers to Purchaser and copies of all written reports, inspections, plats, drawings and studies made by Purchaser's agents, consultants and contractors. This provision will survive the termination of this Contract.

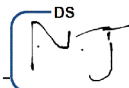
3. Termination. If Purchaser determines, in Purchaser's sole discretion, no matter how arbitrary, that the Property is not satisfactory or is not suitable for Purchaser's intended use or purpose, then Purchaser may terminate this Contract by delivering a written notice to Seller on or before the last day of the Inspection Period, in which case the Earnest Money will be returned to Purchaser by the Title Company with no further approvals required from any of the parties.

4. Acceptance. If Purchaser does not properly and timely terminate this Contract before the expiration of the Inspection Period (or if Purchaser accepts the Property in writing) then Purchaser will be deemed to have waived all objections to the Property under this Contract, except for any title objections which may be outstanding pursuant to Section 6 (Review of Survey and Titles) of this Contract. In that event, except as may be expressly stated otherwise in this Contract, Purchaser agrees to purchase the Property in its current "**AS IS**" condition without any further representation of Seller, this Contract will continue in full force and effect, and the parties shall proceed to the Closing. This provision does not, however, limit or invalidate any express representations or covenants Seller has made in this Contract or any conditions to Closing.

5. Reimbursement. If Seller defaults and Purchaser does not elect to enforce specific performance of this Contract, then Seller shall reimburse Purchaser for Purchaser's actual, out-of-pocket expenses paid by Purchaser to independent third parties in connection with this Contract including, but not limited to, reasonable fees and expenses for engineering assessments, environmental assessments, architectural plans, surveys and legal work (but excluding any indirect, punitive or consequential damages, such as a claim for lost profits) in an amount not to exceed \$ 5,000.00.

Seller's Initials _____

Purchaser's Initials _____

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6. Restoration. If the transaction described in this Contract does not close through no fault of Seller, and the condition of the Property was altered due to inspections, studies, tests or examinations performed by Purchaser or on Purchaser's behalf, then Purchaser must promptly restore the Property to its previously-existing condition at Purchaser's expense.

Seller's Initials _____

Purchaser's Initials  _____

NORTH TEXAS COMMERCIAL ASSOCIATION OF REALTORS®

ADDENDUM D TO COMMERCIAL CONTRACT OF SALE

DISCLOSURE NOTICE

Property address or description 316-320 E Main
Crowley, TX 76036

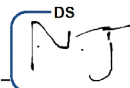
This Disclosure Notice (this "**Notice**") is a statement by the Seller of the condition of the Property made as of the date of this Contract. This is not a substitute for any inspections Purchaser may make or for warranties which may be made by others. **To best of Seller's knowledge**, other than disclosed by Seller in this Notice: (1) the Property does not have any material latent, structural, or construction defects; (2) the Property is not contaminated with Hazardous Materials in violation of applicable laws and regulations; (3) none of the improvements on the Property has been constructed of materials known to be a potential health hazard to occupants of the Property; and (4) the following information is true and correct in all material respects, and Seller has included any material fact concerning the Property of which Seller is aware. **These representations are not warranties or guarantees by Seller.** Seller hereby authorizes the Brokers to disclose to Purchaser all information about the condition of the Property whether disclosed to the Brokers by Seller orally or in writing (by this Notice or otherwise), or otherwise discovered. Seller shall advise Purchaser and the Brokers of any other material fact or condition, not reported here, that may arise or become known to Seller before the Closing. These representations are made by Seller only and are not representations of the Brokers. Seller acknowledges that Purchaser and the Brokers will be relying upon the accuracy and completeness of this information.

Please answer all questions. If the answer to any question is "Yes," explain on a separate sheet.

- | | N/A | YES | NO |
|--|-----|-----|-----|
| 1. Buildings and Improvements. Are there any defects or repairs needed to the following?
UNKNOWN | | | |
| a. Roof, parapets, flashing, penetrations, chimneys, skylights | ___ | ___ | ___ |
| b. Air conditioning, refrigeration, heating, ventilating systems, air ducting, fans | ___ | ___ | ___ |
| c. Foundation piers, slabs, grade beams, footings, retaining walls | ___ | ___ | ___ |
| d. Floors, interiors, floor coverings, ceilings, millwork, partitions | ___ | ___ | ___ |
| e. Exterior walls, curtain walls, weather proofing, caulking | ___ | ___ | ___ |
| f. Structural components, columns, trusses, beams, bracing | ___ | ___ | ___ |
| g. Electrical systems, wiring, lighting, fixtures and equipment | ___ | ___ | ___ |
| h. Plumbing systems, piping, drains, valves, fixtures and equipment | ___ | ___ | ___ |
| i. Elevators, escalators, overhead doors, other built-in mechanical equipment | ___ | ___ | ___ |
| j. Windows, doors, plate glass, canopies, other architectural features | ___ | ___ | ___ |
| k. Parking areas, driveways, steps, walks, curbs and other pavements | ___ | ___ | ___ |
| l. Landscaping, irrigation systems, embankments, fences, signs | ___ | ___ | ___ |
|
2. Hazardous Materials. Have there been any Hazardous Materials: | | | |
| a. Released or deposited on or under or about the Property, or leaking on or from the Property? | ___ | ___ | ___ |
| b. Used in the construction of the improvements or in finishing materials? | ___ | ___ | ___ |
| c. Released or deposited on or leaking from other properties contiguous to the Property? | ___ | ___ | ___ |
|
3. Subsurface Conditions. | | | |
| a. Are there any material soil, geological, groundwater, or foundation problems? | ___ | ___ | ___ |
| b. Are there underground storage tanks or leaking pipes on the Property? | ___ | ___ | ___ |
| c. Is the Property situated in a wetland or over a garbage dump or waste landfill? | ___ | ___ | ___ |

Seller's Initials _____

Purchaser's Initials _____

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UNKNOWN

N/A YES NO

4. **Special Conditions.**
- a. Are there any public or private easements or agreements for utilities or access?

b. Is the Property flood prone or located in a 100-year flood plain?

c. Are there any violations of City building codes, zoning ordinances, EPA regulations OSHA regulations, or Texas Natural Resource Conservation Commission rules?

d. Are there any violations of Deed Restrictions covering the Property?

e. Are there any threatened condemnations by public authorities or utility companies, including planned streets, highways, railroads, utilities, or development projects?

f. Is the Property located in a historical district or planned development district?

g. Is the Property in any special zoning district or under a specific use permit?

h. Are there any pending changes in zoning or in the physical condition of the Property?

i. Is the Property subject to membership in a property owners' association or dues?
5. **Utilities Present. (*Strike those not on the Property*):** City Water; Sanitary Sewer; Storm Drainage; Natural Gas; Electricity.

NORTH TEXAS COMMERCIAL ASSOCIATION OF REALTORS

Seller's Initials _____

Purchaser's Initials  _____

ADDENDUM F TO COMMERCIAL CONTRACT OF SALE INFORMATION ABOUT BROKERAGE SERVICES

Property address or description: 316-320 E Main

Crowley, TX 76036

*Texas law requires all real estate licensees to give the following information about
brokerage services to prospective buyers, tenants, sellers and landlords.*

Before working with a real estate broker, you should know that the duties of a broker depend on whom the broker represents. If you are a prospective seller or landlord (owner) or a prospective buyer or tenant (buyer), you should know that the broker who lists the property for sale or lease is the owner's agent. A broker who acts as a subagent represents the owner in cooperation with the listing broker. A broker who acts as a buyer's agent represents the buyer. A broker may act as an intermediary between the parties if the parties consent in writing. A broker can assist you in locating a property, preparing a contract or lease, or obtaining financing without representing you. A broker is obligated by law to treat you honestly.

IF THE BROKER REPRESENTS THE OWNER:

The broker becomes the owner's agent by entering into an agreement with the owner, usually through a written listing agreement, or by agreeing to act as a subagent by accepting an offer of subagency from the listing broker. A subagent may work in a different real estate office. A listing broker or subagent can assist the buyer but does not represent the buyer and must place the interests of the owner first. The buyer should not tell the owner's agent anything the buyer would not want the owner to know because an owner's agent must disclose to the owner any material information known to the agent.

IF THE BROKER REPRESENTS THE BUYER:

The broker becomes the buyer's agent by entering into an agreement to represent the buyer, usually through a written buyer representation agreement. A buyer's agent can assist the owner but does not represent the owner and must place the interests of the buyer first. The owner should not tell a buyer's agent anything the owner would not want the buyer to know because a buyer's agent must disclose to the buyer any material information known to the agent.

IF THE BROKER ACTS AS AN INTERMEDIARY:

A broker may act as an intermediary between the parties if the broker complies with The Texas Real Estate License Act. The broker must obtain the written consent of each party to the transaction to act as an intermediary. The written consent must state who will pay the broker and, in conspicuous bold or underlined print, set forth the broker's obligations as an intermediary. The broker is required to treat each party honestly and fairly and to comply with The Texas Real Estate License Act. A broker who acts as an intermediary in a transaction:

- (1) shall treat all parties honestly;
- (2) may not disclose that the owner will accept a price less than the asking price unless authorized in writing to do so by the owner;
- (3) may not disclose that the buyer will pay a price greater than the price submitted in a written offer unless authorized in writing to do so by the buyer; and
- (4) may not disclose any confidential information or any information that a party specifically instructs the broker in writing not to disclose unless authorized in writing to disclose the information or required to do so by The Texas Real Estate License Act or a court order or if the information materially relates to the condition of the property.

With the parties' consent, a broker acting as an intermediary between the parties may appoint a person who is licensed under The Texas Real Estate License Act and associated with the broker to communicate with and carry out instructions of one party and another person who is licensed under that Act and associated with the broker to communicate with and carry out instructions of the other party.

If you choose to have a broker represent you, you should enter into a written agreement with the broker that clearly establishes the broker's obligations and your obligations. The agreement should state how and by whom the broker will be paid. You have the right to choose the type of representation, if any, you wish to receive. Your payment of a fee to a broker does not necessarily establish that the broker represents you. If you have any questions regarding the duties and responsibilities of the broker, you should resolve those questions before proceeding

Seller's Initials _____

Purchaser's Initials _____

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