

## How to Present Multiple Offers

To promote fair and equal service to all buyers and their agents, listing agents should get in the habit of presenting multiple offers in order they were received and in a logical sequence.

Examples of Ways to Present Multiple Offers:

- a) In the order the offers were **Received**;
- b) By **Ascending** prices; or
- c) By **Descending** prices.
- d) By the **Best Net** to the Seller

After you have presented all of the multiple offers, the seller may then do any of the following:

- a) \_\_\_\_\_.  
Note: It is not normally in the best interest of the seller to simply reject an offer. It is strongly recommended that if the seller rejects an offer, it should be done in writing.
- b) \_\_\_\_\_  
Note: Just remember there is no such thing as a verbal contract to buy and sell real estate. Therefore, until the transaction is reduced to writing, signed by all parties and acceptance is communicated back to both parties; there is no contract.
- c) \_\_\_\_\_ Either accept that one as written or make a written counter offer.
- d) \_\_\_\_\_  
and give one or more buyers the opportunity to submit their highest and best offer by a specific date and time at which time the seller will reconsider all offers.
- e) \_\_\_\_\_  
which will remove the seller's obligation from all outstanding counter offers once the seller has receive one back and initialed their acceptance.
- f) \_\_\_\_\_ – Ask each buyer to put forth a final sealed offer to bring the negotiation process to a close.
- g) \_\_\_\_\_ – Disclose the contents of all offers and any counter offer the seller gives back. Ideally, this is done with the buyers' co-operation.

**Compliments of Alexis Bolin, CRS Emeritus**

**Keller Williams Realty Gulf Coast**  
**800 Langley Ave ~ Pensacola, FL 3250**  
**Office: 850- 478-5446 ~ Cell: 850-777-0275**  
**Email: alexis.bolingroup@gmail.com**