

# Amendment to the Sales Contract

## Add Purchaser or Remove Purchaser



Allow 72 hours for processing. Email form to [philadelphia.amendment@sageacq.com](mailto:philadelphia.amendment@sageacq.com); approved copies will be emailed to both the agent and closing agent.

Case Number: \_\_\_\_\_ Property Address: \_\_\_\_\_

The purchaser(s) of the above property would like to ADD or REMOVE Purchaser from the Sales Contract. A separate amendment must be submitted for each additional purchaser.

Line 2 to read: \_\_\_\_\_

**“ADD” Purchaser:**

- An additional Owner Occupant [must fill out the Owner Occupant Certification, HUD 9548D (1/98)]
- Adding to lines 1 & 13 (when not taking title, SS# required)
- A Purchaser that will not be living in the property (added for financial reasons only). Adding to lines 1,2 & 13 (when taking title, SS# required)
- An additional Investor                       A Business Name

Name(s) (print): \_\_\_\_\_

Purchaser(s) Address: \_\_\_\_\_

Purchaser(s) Email: \_\_\_\_\_ Purchaser(s) Phone: \_\_\_\_\_

Purchaser(s) Signature: \_\_\_\_\_

Social Security # or FIN/EIN #: \_\_\_\_\_  
*For business entities, attach proof of legal signing authority, i.e., Articles of Incorporation (required).*

**“REMOVE” Purchaser:**

- Remove the following individual from lines 1, 2 & 13 of the Sales Contract. [Purchaser whose Social Security number was used on the bid **may not** be removed from the Sales Contract if they were the **only** purchaser used to place the bid.]
- Remain on title; no longer taking part in financing. Remove from lines 1 & 13.

Name (print): \_\_\_\_\_

Purchaser Signature: \_\_\_\_\_

Social Security # or FIN/EIN #: \_\_\_\_\_  
*For business entities, attach proof of legal signing authority, i.e., Articles of Incorporation (required).*

**This amendment is not valid unless approved in writing and signed by Seller, Purchaser(s) and Selling Agent.**

|                            |                         |      |
|----------------------------|-------------------------|------|
| Purchaser's Name (print)   | Purchaser Signature     | Date |
| Purchaser's Name (print)   | Purchaser Signature     | Date |
| Selling Agent Name (print) | Selling Agent Signature | Date |

Sage Approver: \_\_\_\_\_ Date \_\_\_\_\_  APPROVED  DENIED