

Current Date

Dear Homeowner,

In order for the short sale negotiation with your lenders to progress in a timely manner they will require the following information:

Homeowner Check List

1. Mortgage Statements 1st, 2nd, 3rd, credit lines, etc.
2. Copy of Driver License or State Identification Card
3. Any other documents to support your financial hardship.
4. If you have a self-employed business please include 6 months of profit and loss statements.
5. Two most recent pay stubs (1 full month)
6. Two most recent bank statements (all checking and saving)
7. Income Tax Returns (1040 and all schedules) for the last 2 years
8. W-2's or 1099 for the last 2 years
9. Any liens on property, alimony or child support documents

Please have originals of the above documentation with you for your meeting at your realtors' office. There you can make photocopies of these items required by all lenders. It is our goal to assist you to expedite this process of saving your credit and avoiding the foreclosure.

After the bank has received the above information a final decision, on the short sale could take approximately 8 to 12 weeks. (be prepared for it to take longer)

Thank you in advance for your prompt response to providing the above information. If you have any questions please contact me directly. Time is of the essence.

Sincerely,

Lisa Hanawalt

A Better Realty.Net

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