

PRE LISTING CHECKLIST

**Borrower's Name** \_\_\_\_\_ **Borrower's Name** \_\_\_\_\_

Phone Number \_\_\_\_\_ Phone Number \_\_\_\_\_

EMAIL \_\_\_\_\_ EMAIL \_\_\_\_\_

Mortgage Account # 1st and original PRINCIPAL BALANCE :

Mortgage Account # 2nd PRINCIPAL BALANCE: PURCHASE MONEY or Equity Line

PROPERTY ADDRESS: \_\_\_\_\_

Have you filed for Bankruptcy?

Have you foreclosed on another home?

**SELLER DUE DILIGENCE**

o LEGAL ATTORNEY CONTACT INFO:

o TAX ATTORNEY OR ACCOUNTANT CONTACT INFO:

o CREDIT CONTACT INFO:

SHORT SALE PACKAGE INCLUDING THIS FORM FILLED OUT COMPLETELY TO BE DELIVER TO:

Andy@HousingAngels.com | FAX 602 532 7560

\*\*\*must put Housing Angel Rep name on cover and call them after you send\*\*\*

1. Last 2 W2s
2. Last 2 paystubs or 1 month Profit and Loss statement (if self-employed only)
3. Last 2 year's tax records
4. Last 2 months bank statements ALL PAGES
5. AUTHORIZATION LETTER (found on HousingAngels website)
6. Hardship Affidavit or Hardship Letter
7. HOA INFORMATION (ie if missed payments how much do you owe)
8. LIEN INFORMATION (ie describe other liens on the property)
9. COPY OF MOST RECENT MORTGAGE STATEMENTS
10. Photos of Home Good and Bad in a digital format

SELLER: \_\_\_\_\_ DATE: \_\_\_\_\_

SELLER: \_\_\_\_\_ DATE: \_\_\_\_\_

Disclaimer: Seller acknowledges that Broker is not qualified to provide financial, legal or tax advised regarding a short sale transaction. Therefore, the Seller is advised to obtain professional tax advice and consult independent legal counsel immediately regarding the tax implications and advisability of entering into a short sale agreement.