

# CA Loan Liberators

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## Short Sale Document Checklist

### **Realtor And Escrow Checklist For Short Sale Package**

- Listing Agreement
- Short Sale Listing Addendum
- Accepted Purchase Agreement and all addendums/counter offers
- Preapproval Letter For Buyer
- Comparative Market Analysis
- Letter From Listing Agent Regarding Market Conditions
- MLS Listing History
- Signed Short Sale Facilitator Agreement
- Property Tax Statement if listed as delinquent on preliminary title report
- Estimated HUD-1
- Preliminary Title Report
- Payoff Demands

### **Seller Checklist For Short Sale Package**

- Complete Application
- Expense Sheet
- Third Party Authorization
- Explanation of Hardship – timeline of events
- Copy of Most Recent Mortgage Statement(s)
- Copy of Note For Current Mortgage(s)
- Paystubs For Most Recent 60 Days
- Previous Two Year's W-2's
- Previous Two Year's Federal Tax Returns and All Schedules
- Previous Two Year's Corporate Tax Returns Including K1's
- Current Year To Date Profit & Loss for business
- Proof of Any Additional or Supplemental Income
- Lease Agreements For All Properties
- Last 2 Months Of All Personal Bank Accounts
- Copy of Homeowner's Insurance Policy
- Bankruptcy Paperwork

All items must be received prior to the submission of the package

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