



BASIC ITEMS NEEDED TO START THE SHORT SALE PROCESS
FROM PROPERTY OWNER:

- AUTHORIZATION SHEET TO RELEASE MORTGAGE INFORMATION.
- HOMEOWNER ASSOCIATION INFO
- 2 MOST RECENT PAY STUBS
- 2 MOST RECENT BANK STATEMENTS
- LAST 2 YEARS OF TAX RETURNS
- FINANCIAL INFORMATION
- LAST MORTGAGE STATEMENT RECEIVED
- HARDSHIP LETTER STATING WHY THE LOAN HAS BECOME DELINQUENT AND REASON FOR THE SHORT SALE REQUEST.
- LISTING AGREEMENT
- OFFER SIGNED.

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