

I have included all the forms and contracts I use on a day to day basis. I have also included a few bonus documents that help you out with some issues that come up from time to time. When you wanna be a rockstar, you need to be smarter and faster than your competition. Using the right forms and setting things up the right way, will make your life a lot easier and help your business run a lot smoother. I will be giving a quick summary of each document/form and then giving detailed instructions for each document in my instruction manual.

Forms and contracts included:

A to B REO Contract – This is a template for the exact contract I send the banks EVER DAY. Each state has slightly different contract but the way you write your contract will be the exact same.

Affidavit & Memo – You can use this document to record notice of your contract on a property with the county. The document will cloud the title and mean that the title company needs to contact you before the property can be bought or sold. The only time I use this is when I am the buyer with a seller that I don't trust or is trying to back out on a deal with me. When you need this document though, it is GREAT to have!!!

B to C Contract – This on a state specific contract but pay attention to the special clauses. You need to have these clauses in your contract to protect yourself and ensure that you get to keep your buyers deposit if they change their mind.

Back to Back Closings – This give an explanation of the back to back closings.

California Info. – California has some unique differences. We have a summary of how to do these REO deals in California plus a list of a couple escrow companies and an attorney familiar with these kind of transactions.

Cheat Sheet – This is how you should set up your quick reference for all of your REO's that you put under contract.

Dummy Buyers – Just a suggestion for your first couple deals.

Generic contract – You can use this with your buyer for your B to C contract if you are looking for an easier contract than the state approved contract.

Introduction E-mail – You can use this template when E-mailing agents for the 1st time.

Invoice – Some title companies require an invoice before they pay marketing fees on the HUD. Here is a blank template of an invoice for you to use.

Land Trust & Land Trust Successor Deed - This is a state specific document but the principle can be used in any state if you wish to flip the property using a land trust.

Limited Power of Attorney - You can use this document to allow one person to sign on behalf of someone else for a closing. It can be used so you don't have to be physically present to close deals. Check with your title company or attorney on the exact language before using this.

Marketing Fee Agreement – This can be used if you are paying a wholesaler on a deal to make it official.

NCND – This is used if you have a buyer or your competitor has a buyer and you want to make that cannot go around you the end buyer or vice versa.

Property Sheet – You should keep a sheet like this for every deal you do. Keep your accounting in order and all the relevant info. in one place.

Realtor Script – How to talk to Realtors.

REO Cancellation E-mail – You send this to the title company if you need to get out of a deal and the bank did not close on time.

Sample Proof of Funds Letter – You have a local hard money person follow this format to get a blanket POF letter to put in with your offers