

Borrower Verification Worksheet



This form is to be completed on FHA files being referred to Liquidation. Failure to complete all fields will result in a delay of the short sale review. If present, you must click Options above and select "Enable this Content."

Client Loan Number:

Reason for Default? (Specific details are needed to verify hardship; e.g. "why was there a loss of income?")

Property Status (choose one):

Vacant Occupied Damaged

Was property ever used as a rental? Yes No

Dates rented/how long?

Why was property rented?

Vacant? Yes No

Dates vacant/how long?

Why was property vacated?

Is property being maintained? (e.g. snow shoveled, utilities on, grass cut – marketable condition)

Yes No

If no, why not?

Are there any insurance claims open for the property? Yes No

Is/Was there ever a business on the property? Yes No

If yes:

1) How long was it operated on the property?

2) Were alterations made to the property? Yes No

3) What type of business?

Is the Borrower or Coborrower self employed? Yes No

Is there a 2nd mortgage? Yes No

How many are in the household?

Paying on Collections/Charge-Offs/Judgments? Yes No

If yes, how much? \$

Realtor Contact Info:

Realtor Name:

Realtor Company:

Phone: Fax:

Email: Other Phone:

Appraisal contact name:

Appraisal contact phone:

Press once to Save to your Hard Drive, Press twice to Send to LIV

Save / Send to LIV