



LEPIZZERA • LAPROCINA

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***YOUR GUIDE  
TO  
SIMPLIFYING  
THE  
SHORT SALE***

***(PCU Package)***



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## ***SHORT SALE CHECK LIST***

### FINANCIAL INFORMATION

- ☐ Tax Information
  - ☐ Two most recent 1040's
  - ☐ Two most recent W2's
- ☐ Two Months Most Recent Bank Statements- all pages
- ☐ 30 days Most Recent Paycheck Stubs or Commission Check Stubs
- ☐ Self Employed – Current Year to Date Profit & Loss

### HARDSHIP INFORMATION

- ☐ Hardship Letter written and signed and dated by seller
- ☐ Any documentation supporting the hardship letter
  - ~ (i.e. Medical Bills, Child Support/Alimony Payments, etc.)

### MORTGAGE AND OTHER RELATIVE PROPERTY INFORMATION

- ☐ 1<sup>st</sup> Mortgage Statement
- ☐ 2<sup>nd</sup> Mortgage Statement (if applicable)
- ☐ Recent Real Estate Tax Bills (if available)
- ☐ Condo Association Contact info. Are you delinquent? Yes or no
- ☐ Any recent water/ sewer Bills (if available)

### LEPIZZERA & LAPROCINA DOCUMENTS TO BE COMPLETED BY SELLER

- ☐ Authorization Form
- ☐ Monthly Budget
- ☐ L & L Disclosure

### QUESTIONS TO BE ASKED OF SELLER

- ☐ How many months delinquent?
- ☐ Is there a notice of default filed yet & if so when?
- ☐ Is there a bank sale date yet and if so when?

### INFORMATION TO BE PROVIDED BY LISTING AGENT/BUYER'S AGENT

- ☐ Listing Agreement
- ☐ Purchase & Sale Agreement
- ☐ Commitment Letter from new Lender for the Buyer
- ☐ Comps
- ☐ Printout detailing time on the market and sales prices
- ☐ Seller Contact Information Sheet
- ☐ Realtor Contact Information Sheet

## ***Seller Contact Sheet***

■ Name: \_\_\_\_\_

■ Property Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

■ Current Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

■ Home Phone: \_\_\_\_\_

■ Cell Phone: \_\_\_\_\_

■ Work Phone: \_\_\_\_\_

■ E-mail Address: \_\_\_\_\_

■ How Many Mortgages On The Property? \_\_\_\_\_

~ Please List:

Lender: \_\_\_\_\_

Acct #: \_\_\_\_\_

Lender: \_\_\_\_\_

Acct #: \_\_\_\_\_

Lender: \_\_\_\_\_

Acct #: \_\_\_\_\_

***Listing Agent Contact Information***

- Name: \_\_\_\_\_
- Agency: \_\_\_\_\_
- Cell phone: \_\_\_\_\_
- Office Phone: \_\_\_\_\_
- E-mail Address: \_\_\_\_\_
  
- Is this a co-broke?      YES                      or                      NO

***Buyer's Agent Contact Information***

- Name: \_\_\_\_\_
- Agency: \_\_\_\_\_
- Cell Phone: \_\_\_\_\_
- Office Phone: \_\_\_\_\_
- E-mail Address: \_\_\_\_\_

## ***AUTHORIZATION***

- We hereby authorize Paul Laprocina, Jr., Esq., Michael Lepizzera, Jr., Esq., Christopher DePalo, Esq., Christopher Reale, Mary-Lynn DeSimone, Melissa Cabral, Tina Champagne, John Geisser, Stephanie Thivierge and Coleen Palmisano (all of Lepizzera and Laprocina) 117 Metro Center Boulevard, Suite 2001, Warwick, Rhode Island 02886 to obtain any and all information relating to the following mortgage(s):

\_\_\_\_\_  
(Lender)

\_\_\_\_\_  
(Account Number)

\_\_\_\_\_  
(Lender)

\_\_\_\_\_  
(Account Number)

- In reference to the property address of:

\_\_\_\_\_  
(address)

\_\_\_\_\_  
(city)

\_\_\_\_\_  
(state)

\_\_\_\_\_  
(zip)

X  
\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Print name)

\_\_\_\_\_  
(Social Security Number)

X  
\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Print name)

\_\_\_\_\_  
(Social Security Number)



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## *Short Sale Disclosure*

- Thank you for choosing Lepizzera & Laprocina for the sole purpose of negotiating a short sale of your (hereinafter “Seller’s”) real property located at: \_\_\_\_\_ ( hereinafter referred to as “the Property”). A “short sale” is a voluntary sale of the Property for a price that is less than the total amount of any mortgages and/or liens that currently encumber the Property.
- During this process, Lepizzera & Laprocina will negotiate with the Seller’s mortgage and/or lien holders to short sell the Property. In order to effectuate a successful short sale, all of the Seller’s mortgage and/or lien holder(s) must approve the proposed short sale that is negotiated by Lepizzera & Laprocina.
- In order to effectively negotiate the short sale, Seller must provide any relevant financial and other personal information to Lepizzera & Laprocina upon request. Upon receipt, the information will be submitted to Seller’s mortgage and/or lien holder(s). The information will permit the mortgage and/or lien holders to fully analyze the requested short sale.
- In order for Lepizzera & Laprocina to commence the negotiation process with the mortgage and/or lien holder, Seller must read, fully understand and acknowledge all provisions set forth below. The provisions set forth fully disclose the terms of the engagement and scope of services offered by Lepizzera & Laprocina. The provisions also fully disclose the limitations on Lepizzera & Laprocina’s services offered.
- Lepizzera & Laprocina does not accept any upfront fees or payments from Seller.
- After Seller has read and fully understood each provision, Seller must initial each provision to verify that said provision has been fully read and understood. If the Seller does not fully understand the terms of the Disclosure, Seller shall consult independent counsel in Seller’s applicable jurisdiction.
- Lepizzera & Laprocina looks forward to working with you to assist in the successful sale of your Property.
- The Seller(s) understand and acknowledge that:
  - \_\_\_\_\_ 1. Lepizzera & Laprocina’s scope of engagement is for the sole purpose of negotiating the proposed short sale of the subject Property. Seller acknowledges that Lepizzera & Laprocina is in no way representing or acting as legal counsel to Seller. Lepizzera & Laprocina is not offering any legal advice to Seller. Seller acknowledges that Seller has been advised to seek independent advice of counsel regarding any and all legal issues that may arise as a result of any short sale transaction.
  - \_\_\_\_\_ 2. All short sales are solely subject to the approval of all of Seller’s mortgage and/or lien holders associated with the Property.
  - \_\_\_\_\_ 3. Lepizzera & Laprocina does not warrant and cannot guarantee that Seller’s mortgage and/or lien holders will approve the proposed short sale. Seller’s mortgage and/or lien holder(s) are under no obligation to approve the proposed short sale. The decision to approve said short sale rests solely within the discretion of the mortgage and/or lien holder(s). Further, Lepizzera & Laprocina cannot guarantee and make no representation that it will be able stop, postpone or cancel any foreclosure proceedings initiated by any mortgage and/or lien holder(s).
  - \_\_\_\_\_ 4. Seller agrees to provide any and all documents and/or information requested by Lepizzera & Laprocina for the purpose of processing and negotiating the proposed short sale. Seller further agrees that it is Seller’s affirmative obligation to immediately notify Lepizzera & Laprocina of any and all foreclosure proceedings initiated by any party. Seller is responsible to receive and open any and all notifications regarding the subject Property received by mail and/or service of process. If Seller does not reside at the subject Property or there has been a change in Seller’s mailing address, Seller must notify the mortgage and/or lien holders of the new address to ensure receipt of all notices.



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## *Short Sale Disclosure Continued*

- \_\_\_\_\_ 5. Seller hereby acknowledges that no proceeds from the sale of the subject Property will be received by Seller. All net proceeds from the short sale of Seller's home, including any refunded insurance premiums, shall be paid to Seller's mortgage and/or lien holders.
- \_\_\_\_\_ 6. Seller acknowledges that the mortgage and/or lien holder(s) may accept Seller's proposed short sale and issue a lien release while preserving its right to pursue a judgment against Seller for any deficiencies owed as a result of the mortgage and/or lien holder(s) agreement to accept less than a full payoff. Lepizzera & Laprocina does not warrant and cannot guarantee that a deficiency resulting from the short sale will be forgiven, waived and/or cancelled by the mortgage and/or lien holder(s). Various jurisdictions may be governed by an anti-deficiency statute that prohibits mortgage and/or lien holder(s) from seeking a deficiency judgment against Seller. The scope of Lepizzera & Laprocina's service does not include negotiating settlements in the event the mortgage and/or lien holder(s) seek to recover monies from Seller stemming from a deficiency balance that may exist after closing. Seller further acknowledges that Seller has been advised to seek the advice of legal counsel in Seller's jurisdiction to determine whether an anti-deficiency statute or various applicable laws govern the recourse rights of mortgage and/or lien holder(s) which may affect the Seller's decision to proceed with a short sale.
- \_\_\_\_\_ 7. The acceptance of a payoff for less than the full amount owed to Seller's mortgage and/or lien holder(s) may be reported to the credit bureaus, which may negatively impact Seller's credit rating and serve as an impediment on Seller's ability to obtain future credit. Lepizzera & Laprocina does not negotiate with any credit bureau on behalf of Seller.
- \_\_\_\_\_ 8. The mortgage and/or lien holders may forgive a portion or all of Seller's debt, which may be considered income to Seller. Seller should consult an independent, qualified professional regarding any questions or concerns regarding any potential tax liabilities of a short sale.
- \_\_\_\_\_ 9. Seller is not obligated to pay Lepizzera & Laprocina in advance for the negotiation of Seller's payoff(s). Seller acknowledges that Seller understands that Lepizzera & Laprocina will seek compensation from the mortgage and/or lien holder(s) from the proceeds of the short sale. Lepizzera & Laprocina will not claim, demand, charge, collect or receive any compensation until after Lepizzera & Laprocina has fully performed or attempted to perform each and every service in an effort to effectuate the short sale of the Property.
- Compensation is approved by the mortgage and/or lien holder(s). Compensation is deducted from the net proceeds that the mortgage and/or lien holder(s) have agreed to accept by approving the short sale. The fee for the service sought by Lepizzera & Laprocina to be approved by the mortgage and/or lien holder(s) is \$3995.00 and \$250.00(where applicable for title search).
- \_\_\_\_\_ 10. Seller agrees and acknowledges that Lepizzera & Laprocina has made no promises, guarantees, or representations made to Seller which are contrary to the disclosures and information contained herein.

■ Seller(s) have read, understand and acknowledge the foregoing Short Sale Disclosure and fully agree with the terms and conditions contained herein.

\_\_\_\_\_  
Name date witness

\_\_\_\_\_  
Name date witness



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**PAWTUCKET CREDIT UNION  
REAL ESTATE LOAN  
SHORT SALE REQUEST CHECKLIST**

Borrower Name: \_\_\_\_\_

Co-Borrower Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Loan Number: \_\_\_\_\_

Type of Loan: \_\_\_\_\_

Before submitting your application, please ensure that all information is complete.

(Initial Below)

Borrower                      CoBorrower

\_\_\_\_\_                      \_\_\_\_\_                      Hardship Affidavit is enclosed. It is signed and notarized.

\_\_\_\_\_                      \_\_\_\_\_                      Financial Analysis Form is enclosed. All sections are complete.

\_\_\_\_\_                      \_\_\_\_\_                      Proof of Homeowners Insurance.

\_\_\_\_\_                      \_\_\_\_\_                      Last two pay stubs for ALL borrowers are enclosed.

\_\_\_\_\_                      \_\_\_\_\_                      Unemployment Benefit Rate Decision is attached.

\_\_\_\_\_                      \_\_\_\_\_                      I am self employed. Attached is the most recent Annual Profit & Loss Statement.

\_\_\_\_\_                      \_\_\_\_\_                      I receive rental income. I have enclosed copies of proof of rental income including copies of any leases as well as a the most recent Annual Profit & Loss Statement.

\_\_\_\_\_                      \_\_\_\_\_                      W2s for the most recent tax year and Tax Returns for the Last Two Years. I have signed the tax return in the appropriate block.

\_\_\_\_\_                      \_\_\_\_\_                      I am not currently escrowed. I have enclosed a copy of the most recent property tax bill.

\_\_\_\_\_                      \_\_\_\_\_                      PCU has a second mortgage on my property. I have enclosed my proof of homeowners insurance, most recent tax bill, most recent first mortgage statement, and a copy of the modification decision of the first mortgage.

\_\_\_\_\_                      \_\_\_\_\_                      By initialing here and signing at the bottom of this document, I am acknowledging that I have retained my original documents and have made copies for the use of PCU. I acknowledge that PCU will not be returning my documents to me.





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\_\_\_\_\_

\_\_\_\_\_

My property is presently under agreement to be sold. I have enclosed a copy of the Purchase & Sales Agreement.

\_\_\_\_\_

\_\_\_\_\_

My property is presently under agreement to be sold. I have enclosed a copy of the preliminary HUD-1 Settlement Statement.

\_\_\_\_\_

\_\_\_\_\_

Other (Please Describe) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Borrower

\_\_\_\_\_  
Date

\_\_\_\_\_  
Co-Borrower

\_\_\_\_\_  
Date





**3. Is your intent to sell this property to a relative?**                      Yes          No

**What is the relationship?** \_\_\_\_\_

Borrower      Co-Borrower

\* 117 Metro Center Blvd., Suite 2001, Warwick, Rhode Island 02886 - Tel. 401.739.7397 - Fax. 401.384.6960 \*

**Borrower/Co-Borrower Acknowledgement**

Under penalty of perjury, I/we certify that all of the information in this affidavit is truthful and the event(s) identified above has/have contributed to our need to request a short-sale.

I/we understand and acknowledge the Credit Union may investigate the accuracy of my/our statements, may require me/us to provide supporting documentation, and that knowingly submitting false information may violate Federal law.

I/we understand the Credit Union will pull a current credit report on all borrowers obligated on the Note.

I/we understand that if I/we have intentionally defaulted on my/our existing mortgage, engaged in fraud or misrepresented any fact(s) in connection with the Hardship Agreement, or if I/we do not provide all of the required documentation, the Credit Union may cancel the Agreement and may pursue any remedies allowed by the loan documents, state and federal laws.

I/we certify that my/our property is owner-occupied and I/we have not received a condemnation notice.

I/we certify that I/we am/are willing to provide all requested documents and to respond to all Credit Union communication in a timely manner. I/we understand that time is of the essence.

I/we understand that the Credit Union will use this information to evaluate my/our eligibility for a short-sale, but the Credit Union is not obligated to approve my request based solely on the representations in this affidavit.

Email Address: \_\_\_\_\_ Email Address: \_\_\_\_\_

Cell Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

Home Phone #: \_\_\_\_\_ Home Phone #: \_\_\_\_\_

Work Phone #: \_\_\_\_\_ Work Phone #: \_\_\_\_\_

Social Security #: \_\_\_\_\_ Social Security #: \_\_\_\_\_

\_\_\_\_\_  
Borrower Signature Date Co-Borrower Signature Date

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

[illegible]

### Financial Analysis Form

Mortgage/Loan Acct # \_\_\_\_\_

Today's Date: \_\_\_\_\_

#### GENERAL INFORMATION

Borrower Name: _____	Co-Borrower Name: _____
Daytime Phone: _____	Daytime Phone: _____
Best time to reach you?: _____	Best time to reach you? _____
Alternate Phone: _____	Alternate Phone: _____
Best time to reach you?: _____	Best time to reach you?: _____
May we contact you via email? <input type="checkbox"/> Yes <input type="checkbox"/> No >>>	If yes, please provide email address: _____
Have you filed for bankruptcy? _____	Total # of individuals in your household: _____

#### PROPERTY INFORMATION

Do you want to retain the property? _____	
Is the property listed for sale? _____	>>> If yes, what is the sales price? \$ _____
	>>> Real Estate Agent's name? _____
	>>> Real Estate Agent's phone #? _____
Is the property occupied? _____	>>> If yes, owner or tenant occupied? _____
Is there a 2nd mortgage on the property? _____	>>> If yes, 2nd mortgage contact info: _____

#### EMPLOYMENT INFORMATION

Currently employed?	Borrower <input type="checkbox"/> Yes <input type="checkbox"/> No	>>> If yes, how long? _____	
		>>> Present employer? _____	
		>>> If self-employed, company name: _____	
Currently employed?	Co-Borrower <input type="checkbox"/> Yes <input type="checkbox"/> No	>>> If yes, how long? _____	
		>>> Present employer? _____	
		>>> If self-employed, company name: _____	

#### INCOME INFORMATION

	Borrower	Co-Borrower	Total
Gross Salary/Wages:	\$ _____	\$ _____	\$ _____
Unemployment Income:	\$ _____	\$ _____	\$ _____
Child Support/Alimony:	\$ _____	\$ _____	\$ _____
Disability Income:	\$ _____	\$ _____	\$ _____
Rental Income:	\$ _____	\$ _____	\$ _____
Other Income:	\$ _____	\$ _____	\$ _____



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## ASSET/LIABILITY INFORMATION

	Estimated Value	Amount Owed	Net Value
Primary Residence	\$	\$	\$
Rental Property	\$	\$	\$
IRA/ 401(k) / Keogh Accts	\$	\$	\$
Stocks / Bonds / CDs	\$	\$	\$
Checking Accts	\$	\$	\$
Savings Accts	\$	\$	\$
Life Insurance Cash Value	\$	\$	\$
Personal Property	\$	\$	\$
Other	\$	\$	\$
Totals	\$	\$	\$

## EXPENSE INFORMATION

	Balance	Monthly Payment	Delinquent?
First Mortgage	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Other Mortgages/Liens	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Property Taxes (if not already escrowed)	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Hazard Ins. (if not already escrowed)	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Homeowner's Assoc. Dues	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Auto Loan	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Auto Loan	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Auto Expenses:	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Gasoline	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Insurance	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Personal Loan	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Personal Loan	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Student Loan	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Student Loan	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Credit Card	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Credit Card	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Credit Card	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Credit Card	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Credit Card	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Credit Card	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Health Insurance	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Medical Expenses	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Alimony / Child Support	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Child Care	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Utilities:	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Water	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Sewer	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Electric	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Gas	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Phone	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Cable	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Household Supplies	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Groceries	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No



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**ADDITIONAL INFORMATION**

Should it be necessary to expand on information that you have furnished in any of the sections outlined in this Financial Analysis Form, or should you wish to provide additional information and/or comments that might be helpful to this process, please feel free to do so in the space provided below:





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**HELP FOR AMERICA'S HOMEOWNERS.**



Servicer: \_\_\_\_\_

Address of Servicer: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Loan #: \_\_\_\_\_

Servicer FAX: \_\_\_\_\_

Servicer Email: \_\_\_\_\_

Borrower: \_\_\_\_\_

Co-Borrower: \_\_\_\_\_

Address of Borrower: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Borrower Phone: \_\_\_\_\_

Borrower Email: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Request for Approval of Short Sale Pursuant to Agreement Dated (Date of SSA: \_\_\_\_/\_\_\_\_/\_\_\_\_)

This is a Request for Approval of the Short Sale Pursuant to Agreement Dated [Date of SSA] between the above referenced Servicer ("Servicer") and the borrower and co-borrower ("Borrower" or "you"). Under penalty of perjury you certify that:

- 1) the sale of the property is an "arm's length" transaction, between parties who are unrelated and unaffiliated by family, marriage, or commercial enterprise;
- 2) there are no agreements or understandings between you and the Buyer that you will remain in the property as a tenant or later obtain title or ownership of the property;
- 3) neither you nor the Buyer will receive any funds or commissions from the sale of the property; and
- 4) there are no agreements or offers relating to the sale or subsequent sale of the property that have not been disclosed to the Servicer.

Please read and sign below.

\_\_\_\_\_  
Borrower Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Co-Borrower Signature

\_\_\_\_\_  
Date

**Program Terms And Conditions****Terms of Sale [All blanks to be completed by Borrower]:**

1. Contract Sales Price	\$	6. Closing Date:
2. Less Total Allowable Closing Costs	\$	7. Approved Buyer(s):
a. Commissions	\$	
b. Settlement Escrow/Attorney Fees	\$	
c. Seller's Title and Escrow Fees	\$	8. Settlement Agent:
d. Subordinate Lien Payoff	\$	
e. Transfer taxes/stamps/recording fees	\$	
f. Real Property Taxes	\$	9. Settlement Agent's Address:
g. Termite Inspection/Repair	\$	
h. Borrower Relocation Assistance	\$ 3,000	
i. Other (attach explanation)	\$	
3. Net Proceeds to Servicer	\$	
4. Earnest Money Deposit	\$	10. Settlement Agent's Office Phone:
5. Down Payment	\$	11. Settlement Agent's Office Fax:

As required by the Short Sale Agreement, copies of the following documents are attached:

- ☐ Sales contract and all addenda  
☐ Buyer's documentation of funds or Buyer's pre-approval or commitment letter on letterhead from lender

The Borrower represents that the information provided in this Request is true and accurate and authorizes the Servicer to disclose to the U.S. Department of the Treasury or other government agency, Fannie Mae and/or Freddie Mac any information provided in connection with the Making Home Affordable program.

Borrower Signature	Date	Co-Borrower Signature	Date
Printed Name		Printed Name	

If you would like to speak with a counselor about this program, call the Homeowners HOPE™ Hotline 1-888-995-HOPE (4673). The Homeowner's HOPE™ Hotline offers free HUD-certified counseling services and is available 24/7 in English and Spanish. Other languages are available by appointment.

**If you have questions, please contact us directly between the hours of [insert hours] at [insert toll free number.]**

**NOTICE TO BORROWER**

Be advised that by signing this document you understand that any documents and information you submit to your servicer in connection with the Making Home Affordable Program are under penalty of perjury. Any misstatement of material fact made in the completion of these documents including but not limited to misstatement regarding your occupancy in your home, hardship circumstances, and/or income, expenses, or assets will subject you to potential criminal investigation and prosecution for the following crimes: perjury, false statements, mail fraud, and wire fraud. The information contained in these documents is subject to examination and verification. Any potential misrepresentation will be referred to the appropriate law enforcement authority for investigation and prosecution. By signing this document you certify, represent and agree that: "Under penalty of perjury, all documents and information I have provided to Lender in connection with the Making Home Affordable Program, including the documents and information regarding my eligibility for the program, are true and correct."

If you are aware of fraud, waste, abuse, mismanagement or misrepresentations affiliated with the Troubled Asset Relief Program, please contact the SIGTARP Hotline by calling 1-877-SIG-2009 (toll-free), 202-622-4559 (fax), or [www.sigtar.gov](http://www.sigtar.gov). Mail can be sent Hotline Office of the Special Inspector General for Troubled Asset Relief Program, 1801 L St. NW, Washington, DC 20220.

