

SHORT SALE SUBMISSION PACKAGE

SUBJECT PROPERTY

Seller: **Matilde Jones**
Address: **321 Leeland Archer Ave**
City, State Zip **Orlando, FL. 33333**
MLS# **123445453**

LENDER

Lender Name: **Chase Home Finance**
Loan Number: **12123434**
Balance: **\$348,000.00**
Telephone: **(800) 544 - 9635**
Fax Number: **(866) 282 - 5682**

LENDER - JUNIOR(S)

Lender Name: **Chase Home Finance**
Loan Number: **0918201665**
Balance: **\$64,320.00**
Telephone: **(800) 544 - 9635**
Fax Number: **(866) 282 - 5682**

NEGOTIATOR

Name: **Demo Account**
Phone: **(888) 953 - 6669**
Fax: **(909) 385 - 0444**
Email:

LISTING AGENT

Name: **Elizabeth Smith**
Company: **ABC Title**
Phone: **(388) 474 - 7477**
Fax: **(875) 676 - 556**
Email **liz@reo.com**

4/11/2011

Chase Home Finance and Chase Home Finance

Attn: Loss Mitigation/Short Sale Department

RE: Short Sale Submission Package

Homeowner(s): **Matilde Jones**
Address: **321 Leeland Archer Ave**
City, State Zip **Orlando, FL. 33333**
Loan Number: **12123434 and 0918201665**

To Whom It May Concern:

The **HOMEOWNER(S)** recently contacted us to help them sell their property. They can no longer afford the home and are desperately trying to avoid foreclosure or filing for bankruptcy.

Due to recent valuation declines and the slowing of the real estate market, the homeowner(s) no longer have the ability to sell their property for an amount sufficient to fully payoff their existing lien(s) against their property. Because of the recent hardship experienced from the homeowner(s), they are seeking a short sale payoff.

We have secured a buyer through our marketing efforts and the local MLS. The buyer has been pre-qualified to ensure that the strength and purchasing price of the buyer(s) will meet your demands.

Based on the current market, the buyer is prepared to offer:

\$250,000.00 as a discounted purchase price with full satisfaction for said loan assuming the 2nd lien is already satisfied or will be satisfied.

Given the current market environment, we believe the offer being presented is in the best interest of both parties. Upon a written acceptance letter, the buyer can close on the purchase in less than 60 days, or more specifically on this DATE: **05/31/2011**

Please contact us directly to let us know how best to move forward with this request. When ordering the BPO/Appraisal, please contact **Demo Account** directly since we can provide the BPO/Appraisal agent full access to the property.

Thank you for your time and consideration. We appreciate the opportunity to work with you.

Sincerely

Demo Account
Phone: (888) 953 - 6669

CC: Elizabeth Smith

SHORT SALE SUBMISSION

- **Authorization Form**
- **4506-T**
- **Hardship Letter**

FINANCIAL INFORMATION

- **Financial Statement**
- **Mortgage Statement(s)**
- **Pay Stub(s) OR Prior Twelve Month Profit and Loss Statement (if self-employed)**
- **Prior Two Months Bank Statements**
- **Prior Two Year's Tax Returns**

PROPERTY ANALYSIS

- **CMA - Comparison Market Data**
- **Cost of Repairs**

LISTING DOCUMENTATION

- **MLS Printout**
- **RLA - Residential Listing Agreement**
- **SA - Seller's Advisory**
- **AD - Agency Relationship Disclosures**
- **SSL - Short Sale Listing Addendum**

BUYER DOCUMENTATION

- **RPA - Residential Purchase Agreement**
- **SSA - Short Sale Addendum**
- **CO - Counter Offer(s)**
- **Buyer(s) Prequal/Preapproval Letter**
- **Buyer(s) Verification of Down Payment & Closing Costs**
- **Buyer(s) Verification of Loan Application**

ESCROW DOCUMENTATION

- **HUD-1 - Seller's Estimated Closing Statement**