



Short Sale Document Checklist

In order to have the opportunity to negotiate with your lender we will need to have the following documentation. Please note, when we get a contract we may need updates on each item so please make certain you set aside statements and paycheck stubs as you get them.

1. Letter of Authorization
2. Two months most recent mortgage statements (all mortgages)
3. Two months checking account statements (all borrowers if separate)
4. Two months savings account statements (all borrowers if separate)
5. Two months other account statements (all borrowers if separate)
6. Two months paycheck stubs (all borrowers)
7. Two years tax returns
8. Hardship Letter (see samples)
9. Financial Worksheet (provided)
10. Any other document to support hardship (medical bills, divorce docs etc...)