

Pre-Listing Short Sale Worksheet

This pre-listing short sale worksheet is confidential and designed to gather some basic information that we will need as we move forward. Please fill this out as honestly and accurately as possible.

Seller's Name _____

Property Address _____

Today's Date _____

1) Do you have a mortgage on the property? Yes No

• First Mortgage Amount

\$ _____

Lender's Name

Type of Loan

• Second Mortgage Amount

\$ _____

Lender's Name

Type of Loan

• Other Loans Against the Property

2) Are you current on all loan payments? Yes No

• If no, how many payments have you missed?

3) What is the situation that caused you to miss or will cause you to miss your payments?

4) Have you spoken with anyone at the lender/lien holder's office? Yes No

Whom?

What Department?

What was discussed?

5) Are your real estate taxes escrowed? Yes No

If not, are they current? Yes No

6) Is there any legal action pending related to this property which you are aware of? _____

_____ Pending Foreclosure:

When was the Notice of Default filed?

_____ Bankruptcy:

When was it filed? _____

7) Are there any other liens that could affect the sale of the property? Yes No

_____ Homeowners' Association (HOA) Liens

Explain: _____

_____ IRS Tax Liens

Explain: _____

_____ Mechanics' Liens

Explain: _____

8) If you are working with an attorney regarding your financial situation please include:

Attorney's Name: _____

Attorney's Contact Information:

I (we) affirm that the above information is true and accurate to the best of our knowledge.

Seller:

Date:

Seller:

Date:
