**SHORT SALE CHECK LIST FOR YOUR FILE**

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| --- | --- | --- | --- |
| **Items Required by Bank** | **Check if Included** | **Additional Items We Send to Build a Stronger Case** | **Check if Included** |
|  |  |  |  |
| **Financial Hardship Package** |  | **Non-payment of Alimony** |  |
| **Tax Returns** |  | **Hardship Letter** |  |
| **Paycheck Stubs** |  | **Proof of Hardship** |  |
| **Bank Statements** |  | **Pictures of Disrepair** |  |
| **Copy of Late Notices** |  | **Proof of Declining 401K** |  |
| **Sales Contract** |  | **Proof of Using Savings to Live** |  |
| **Net Sheet** |  | **Proof of Job Loss** |  |
| **Credit Card Payments** |  | **Proof of Divorce** |  |
| **Comparable Sales** |  | **Proof of Probate** |  |
| **Listing Agreement** |  | **Pawnshop Tickets** |  |
| **Proof of Funds** |  | **Met the Agent for BPO** |  |
| **Scheduled a BPO** |  | **Crime Reports** |  |
| **Detailed List of Repairs**  |  | **Sex Offenders** |  |
|  |  | **Market Changes** |  |
|  |  | **Pictures of Boarded up Houses** |  |
|  |  | **Pictures of New Construction** |  |
|  |  | **Mold Test Kit** |  |
| **Other:** |  | **Other:** |  |
|  |  |  |  |