305-980-1313 · support@keepourhome.info · www.keepourhome.com

FREE CHECKLIST — H5

Sell for less than you owe — with lender approval — and avoid full foreclosure

CONFIRM ELIGIBILITY

- Confirm you owe more than the home is worth (or close to it)
- Confirm you have a financial hardship preventing full repayment
- Check if your lender/servicer accepts short sales
- Understand Florida's deficiency judgment laws (lenders can sue for the difference)

LISTING & OFFER

- List property with an agent experienced in short sales
- Price competitively to generate offers quickly
- Obtain a valid purchase offer to submit to lender
- Include proof of buyer's funds or pre-approval letter

LENDER PACKAGE (SHORT SALE PACKAGE)

- Hardship letter explaining financial situation
- Last 2 years of tax returns
- Last 2–3 months of bank statements
- Most recent mortgage statement
- Pay stubs or proof of income (or loss of income)
- Listing agreement and signed purchase contract
- Preliminary HUD-1 or closing disclosure
- Comparative Market Analysis (CMA) / BPO supporting the price

APPROVAL & CLOSING

- Submit complete package to lender's loss mitigation department
- Follow up weekly — lenders are slow to respond
- Negotiate deficiency waiver — get it IN WRITING

  Without a waiver, the lender can sue you for the balance after closing.
- Review and sign lender's short sale approval letter carefully
- Close on or before lender's deadline

PRO TIPS FROM KEEP OUR HOME

- Always negotiate a deficiency waiver — without it the lender can still sue you.
- Short sales can take 2–6 months. Start early — don't wait for an auction date.
- We negotiate short sales and get deficiency waivers. Call 305-980-1313.