

SHORT SALE CHECKLIST

Please send with Contract

Commission will be calculated at 6% or _____

Short Sale Negotiator fee?

Transaction Coordinator fee? _____

Termite Work? _____

Septic? _____

What title company? _____

If there is a HOA, how much are dues? _____

What is HOA contact phone number? _____

Is there a 2nd loan, if so how much to 2nd? _____

Any other liens we need to know about? _____

Does this property qualify as seller principal residence (2 of the last 5 years)? Yes / No If not, is seller taking a loss? Yes / No

**IF THE ANSWER TO BOTH QUESTIONS IS NO, PLEASE
CALL ESCROW REGARDING THE CALIFORNIA
WITHHOLDING REQUIREMENTS.**