



Loan Modification Assistance Checklist

Client: _____ Phone: _____

Lender: _____ Loan # _____

Address: _____

Email Address: _____

- _____ **Copy of Home Owners Insurance**
- _____ **Copy of Home Owners Association Papers**
- _____ **Copy of Hand Written / Signed Hardship Letter**
- _____ **Copy of Original Loan Documents for Forensic Audit**
- _____ **Recent Lender Letters**
- _____ **Completed and Signed IRS Form 4506 T**
- _____ **Initial Budget**
- _____ **2 Most Recent Tax Returns**
- _____ **2 Most Recent Bank Statements**
- _____ **2 Months Most Recent Paystubs**
- _____ **2 Most Recent Profit / Loss Statements**
- _____ **Current Mortgage Statement**
- _____ **Summer / Winter Property Tax Info**