

## Pre-Listing Worksheet

Seller's name \_\_\_\_\_

Address of property \_\_\_\_\_

Date of preparation \_\_\_\_\_ Estimated closing date \_\_\_\_\_

1. Do you have a mortgage on the property?  Yes  No More than one?  Yes  No

• First mortgage \$ \_\_\_\_\_ Lender \_\_\_\_\_

Type:  FHA  VA  FNMA  Other \_\_\_\_\_

• Second mortgage \$ \_\_\_\_\_ Lender \_\_\_\_\_

• Other \_\_\_\_\_

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

• If no, how many payments are in arrears? \_\_\_\_\_

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 of which you are aware?  Yes  No

\_\_\_\_ Pending foreclosure: when filed? \_\_\_\_\_

\_\_\_\_ Bankruptcy: when filed? \_\_\_\_\_

7. Are there any other liens that could affect the sale?  Yes  No

\_\_\_\_ Homeowners' association (HOA) liens \_\_\_\_\_

\_\_\_\_ IRS tax liens \_\_\_\_\_

\_\_\_\_ Mechanics' liens \_\_\_\_\_

8. Attorney information: Name \_\_\_\_\_ Contact Information \_\_\_\_\_

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

Seller \_\_\_\_\_ Date \_\_\_\_\_ Seller \_\_\_\_\_ Date \_\_\_\_\_

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