



Short Sale Supplemental Information Packet

In order for us to evaluate your Short Sale request, you must gather the required documentation (listed below), sign the the Authorization Form, and fax or mail everything to EMC.

Please keep a copy of everything you send to us for your records.

1. Required Documentation - may need to obtain from your Real Estate Agent

- Listing Agreement
- Detailed Listing History (MLS Printout)
- Sales / Purchase Contract (Signed Offer)
- 3 Comparable Active Listings/3 Comparable Sales/Pictures of the Property & Neighborhood
- HUD (Estimated Closing Statement)

2. Authorization to Provide and Release Information – must complete and sign.

Grants EMC permission to provide information pertaining to your mortgage to necessary third parties.

If you need any assistance completing this packet please contact us at: 866-483-0153.

Please send the completed Authorization Form and required documentation to EMC:

By Regular Mail:

EMC Fulfillment Center
P.O. Box 469030
Glendale, CO 80246

By Overnight Mail:

EMC Fulfillment Center
4500 Cherry Creek Drive South
Suite #100
Glendale, CO 80246

By Fax: 877-601-2677

Important Information

We are attempting to collect a debt, and any information obtained will be used for that purpose.

We may report information about your account to credit bureaus. Late payments, missed payments, or other defaults on your account may be reflected in your credit report.

If you are represented by an attorney, please refer this letter to your attorney and provide us with the attorney's name, address, and telephone number.

If you are currently a debtor in bankruptcy proceedings and subject to the protections of the automatic stay, or if you have received a final discharge in a bankruptcy, this notice is for compliance and/or informational purposes only and not an attempt to impose personal liability for the debt in violation of the bankruptcy laws. However, EMC Mortgage Corporation still has the right under the Mortgage to foreclose on the Property.



AUTHORIZATION TO PROVIDE AND RELEASE INFORMATION

TO: EMC

DATE: _____

RE: MORTGAGE LOAN NUMBER: _____

BORROWER(S): _____

PROPERTY ADDRESS: _____

I/(We), _____ (borrower(s) name(s)) , currently residing
 at _____ in the County of _____,
 State of _____, hereby authorize EMC Mortgage Corporation to release, furnish, and provide any information related to my
 mortgage under loan number _____ to _____
 _____ (name of third party).

**I UNDERSTAND THAT THIS AUTHORIZATION IS VALID UNTIL SUCH TIME
 THAT CHASE CONFIRMS IT HAS RECEIVED WRITTEN NOTICE FROM ME
 REVOKING THIS PRIOR AGREEMENT.**

 Borrower Signature

 Co-borrower Signature

 Borrower Name (Printed)

 Co-borrower Name (Printed)