



# HOME SAVERS

888-322-KEEP

YouKeep.org

## CHECKLIST FORM

Certain requirements *must* be met before a delinquency resolution can be considered.

Please **complete** and **provide** copies of the following information for our review.

- “Apply” application**
- Information Form: Feasibility Assessment for Reinstatement**  
(sign & date)
- Analysis worksheet** (sign and date)
- Asset Form** (sign and date)
- Authorization Form** (sign & date)
- Payroll Stubs and/or Proof of Income verification Information for Last 30 days**  
(if paid every month we need at least 2 months and if self employed please supply a profit and loss showing a profit or schedule C)
- Last Two Month’s Bank Statements** (or a letter stating that you currently do not have a bank account)
- Two Years Federal Income Tax Returns and All Schedules** (or a letter stating that you did not file income taxes for that year)
- Mortgage Coupon Payment Stub or Lender Statement**
- Any recent Lender Correspondences Received**
- Correspondences from Lender’s Attorney or Sheriff - if any**
- A Detailed letter of Hardship**  
(**INCLUDE VERY DETAILED W/ DATES:** reason for delinquency, what you have done to attempt to workout problem in the past, what you have done to prevent this from reoccurring in the future). (SIGN & DATE)
- Supporting Hardship Information**  
(i.e. letter of termination, lay-off notice, letter from doctor, medical documentations etc.)

I/We \_\_\_\_\_, understand that the information that is needed to provide a complete assessment to my/our mitigation process is indicated above. ***I/We understand that without the complete information requested above, Home Savers cannot assist me/us.*** I/We understand that my/our lender will proceed with foreclosure process. Notwithstanding the above, lender’s right to the foreclosure process is not negated by mere submission of mitigation package.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date