

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 Chase.

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 Chase permission to provide information pertaining to your mortgage to necessary third parties.

If you need any assistance completing this packet please contact us at 866-233-5320.

Please send the completed packet as well as all required documentation:

BY REGULAR MAIL:

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

BY OVERNIGHT MAIL:

Chase Fulfillment Center
710 South Ash St.
Suite #200
Glendale, CO 80246

BY FAX:

866-220-4130

Chase and FedEx Office are offering you an easy way to return your loan documents. You can find the nearest FedEx Office location offering this service by visiting www.fedex.com/us/office, entering your ZIP code in the *Find a FedEx Location* box and selecting *FedEx Kinko's is now FedEx Office*. Bring your documents to one of these select FedEx Office locations and tell them you are returning these documents to Chase. Provide your name, ZIP code, and phone number to the counter agent, and they will ship your documents to us at no charge. For more information go to www.chase.com/fedex.

Important Information

Chase is a debt collector.

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, Chase still has the right under the Mortgage to foreclose on the Property.

Loan Number: _____

TO: Chase
DATE: _____
BORROWER(S): _____
PROPERTY ADDRESS: _____

I/(We), _____ (borrower(s) name(s)) , currently residing
at _____ in the County of _____,
State of _____, hereby authorize Chase/JPMorgan Chase Bank, N.A (collectively "Chase") to release, furnish, and provide any
information related to my mortgage under loan number _____ to:
Company Name: _____
Company Phone Number: _____
Fax Number: _____

**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)