

Short Sale Readiness Checklist – Wolf Real Estate Team



Owner & loan info

- Recent mortgage statements for all liens
- HOA statement and contact if applicable
- Property taxes status and any notices of default or sale date

Financial package

- Hardship letter
- Last 2 months bank statements
- Last 2 pay stubs or current profit and loss
- Last 2 years tax returns
- Current utility status and any arrears

Property access & condition

- Access plan for BPO and inspectors
- Photo set: front, rear, kitchen, baths, mechanicals, any issues
- Notes on recent repairs, roof age, systems, permits

Offer & timeline alignment

- Buyer preapproval and proof of funds
- Timelines that can absorb lender review
- Awareness of reapproval risk if timelines slip

Legal and tax

- Seller understands potential tax and legal implications
- Referral to qualified attorney or CPA when needed

Send your documents to: wolf@cbwhomes.com or call 858-722-6847 for a confidential consult.