

SHORT SALE PROCESS

LISTING

Realtor receives short sale lead. Refers homeowner to MARKVE & ZWEIFEL for no charge consultation. Agent lists property.

SHORT SALE PKG

Seller retains MZ Law. MZ processor collects financial docs from seller and orders title work on property. MZ Law works on title clearing if applicable.

SALE

Purchase agreement accepted. After completion of home inspection, agent forwards purchase agreement and applicable forms to shortsaledocs@mzlaw.us. Agent provides pertinent property information to lender's bpo agent and/or appraiser.

NEGOTIATIONS

MZ Law Legal Assistant submits SS file to lender(s). Lender orders bpo, reviews seller hardship eligibility and confirms buyer's offer as sufficient. Submits short sale to investor for final approval. MZ Law updates listing agent at least weekly. Listing agent updates buyer's agent.

APPROVAL

Short sale approval letter(s) received. Seller Agrees to terms. Legal Assistant forwards approval letter(s) to all parties. Forward files to contract closer for closing preparation.

CLOSING

Listing agent schedules closing date and time. Title closer prepares final hud. MZ Law obtains final hud approval from SS lender(s). Property closes.