



INDIANA FORECLOSURE PREVENTION NETWORK

Settlement Conference Loss Mitigation Package Checklist

Copies of the following documents can be found on the Indiana Housing and Community Development Website at www.in.gov/ihcda or at the Indiana Foreclosure Prevention Network website at www.gethope.org/.

- Financial Worksheet (Please sign and date)
- Hardship Letter (Please sign and date)
- Dodd-Frank Certification
- Request for Modification & Affidavit (Please sign and date the 3rd page. This federal form is required by all servicers)
- 4506T-EZ Form (Please sign and date)
- Authorization for Release of Information (Please sign and date)

Copies of supporting documentation you need to provide:

- Most recent bills and statements for all expenses. Must include one recent utility bill with Borrower(s) name and address.
- Last 60 days of pay stubs for all employment and income sources for all persons over the age of eighteen living in the property (for receiving pension or Social Security Disability, please include copy of award letter if available)
- Last two months of all current bank statements (Please include the monthly bank statement that contains the bank account number and monthly transactions)
- Last two years of tax returns and W-2s/1099 (Please sign the tax returns)
- If unemployed, copy of unemployment eligibility or explanation of benefits
- If self employed, a copy of previous year's filed 1040 return
- If self employed, 6 months current personal and business bank statements
- If self employed, most recent quarterly Profit and Loss statement (May be required to be audited by some lenders)
- Copy of most recent second mortgage statement (if available)