

SHORT SALE SAMPLE HARDSHIP LETTER

Sample hardship letter (of course, each situation if different) the seller should be able to tell the lender why they are in a critical condition and why he/she needs to short sell the home.

Lender Name

Lender Address

Lender's fax number/email address

Date

RE: Hardship Letter - Short Sale for _____ address

To whom it may concern:

I purchased my home at _____ in _____. At that time I was employed by _____ and business was very good. My salary and the possibility of a raise made me sure that I could easily support my mortgage. Unfortunately, my company reduced its workforce and I was laid off because of the market downturn.

After searching for a comparable job, I got a temporary position as a _____ while I continue to seek other work. I struggled for several months to make my mortgage payment, and was also hit with some medical payments that I did not expect (the COBRA payment was more than twice what I was paying when employed). I knew I would have to sell my home to protect my credit rating and possibly have enough cash left over for moving expenses and some savings. I put my home up for sale by owner in _____, but there were several problems that I did not have enough money to fix, such as the broken fence in the back yard and some pretty severe leaks in the roof, which indicated a new one was needed. Over the next three months I lowered the price three times but still had no takers. I am now working with a REALTOR® and I believe she will be able to help me sell quickly.

At this time, I do not have enough income to pay my regular monthly mortgage payment. I am concerned about falling further behind and will not be able to pay what is owed. Therefore, I am turning to you for assistance.

I am asking for consideration to temporarily reduce or suspend my mortgage payments for a few months (or allow me to sell our home via a short sale). Doing so would help me get back on track. My home means a great deal to me and I desire to work with you to keep it out of foreclosure. Please advise me of all the options available to stop foreclosure (or initiate a short sale) at your earliest convenience. I am anxious to reach an agreement and appreciate your prompt response.

Sincerely,

Homeowner Name

Address and Contact Information

