

# FAX

To: **KYLEN**

From:

Company: **NeighborWorks® HOC**

Fax Number: **(916) 209-9362**

Date:

Phone Number: (916) 452-5356

Total Pages:

Regarding: **FC DOCS**

**Please include ALL of the following so we may efficiently process your file.**

- Completed Intake Form
- Completed Monthly Budget
- Most recent Federal Income tax return (First 2 pages only—1040 Form)
- Most recent 2 month's bank statements
- Most recent 1 month's pay stubs
- Most recent mortgage statement from your lender—with balance & monthly payment amount
- Mortgage Note—located in your original loan documentation. This may be called "Mortgage Note," "Adjustable Rate Note," "Promissory Note," etc.
- SSA—SSI—Pension Awards Letters (if applicable)
- Profit & Loss Statement—If self-employed

This message may contain confidential and/or privileged information. If you are not the addressee or authorized to receive this for the addressee, you must not use, copy, disclose, or take any action based on this message or any information herein. If you have received this message in error, please advise the sender immediately by reply e-mail and delete this message. Thank you for your cooperation.