

## Loan Modification Paperwork timeline

At first meeting/signing: Client signs AIM contract and disclosure forms and authorization to release information. Client gives AIM copies of two months most current:

- 1 Bank statements
- 2 Paystubs (or letter explaining unemployment)
- 3 Mortgage statements
- 4 Handwritten hardship letter (one page)
- 5 Financial information worksheet
- 6 2 years current tax returns

No sooner than 5 days later: Client pays AIM fee of \$995 and furnishes copies of the documents listed above and the signed contract, if not previously furnished.

Client is aware lenders may request additional information and agrees to cooperate in providing the requested information in a timely manner. It is critical that client, client's agent, have email or fax for the prompt exchange and delivery of all documentation.

Loan negotiator will immediately begin accumulation/compilation of all documents required by the client's lender(s) and initiate negotiations.

Client is aware and acknowledges they MUST open and deposit funds into a separate account in an amount equal to the monthly payment the client is asking for.

Loan modification will not succeed if the client has no funds available.

This amount must be reasonable.