

THE LAW OFFICE OF RUSSELL GARY SMALL, P.C.

Russell Gary Small, Attorney at Law

3715 Main Street, Suite 406, Bridgeport, CT 06606

Telephone: (203) 396-0100 – Fax: (203) 396-0050

Email: russell@rgsmall.com – Website: www.rgsmall.com

Toll Free Number: (877) 747-6255

Loan Modification Checklist

1. Loan Number;
2. Current mortgage statement;
3. Social Security Number for all borrowers;
4. Hardship letter – signed and currently dated;
5. Federal and State Tax Returns for the last 2 years – signed and dated;
6. Utility Bill(s) – most recent (Electric, Gas, Water, etc.);
7. Bank Statements – two months consecutive and most recent;
8. Paystubs or proof of income from all sources – two months consecutive and most recent for all household contributors;
9. Financial worksheet (RMA or Uniform Borrower Assistance Form);
10. Form 4506-T –signed and currently dated;
11. Dodd Frank Certification –signed and currently dated; and
12. Third Party Authorization – signed and currently dated.