



**FIRST  
CENTENNIAL  
TITLE  
AGENCY INC.  
OF MID-AMERICA**



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**SHORT SALE HUD REQUEST CHECKLIST**

**Property Address:** \_\_\_\_\_

<input type="checkbox"/> YES <input type="checkbox"/> NO	<b>Completed worksheet/order form</b>
<input type="checkbox"/> YES <input type="checkbox"/> NO	<b>Purchase agreement and any addendums</b>
<input type="checkbox"/> YES <input type="checkbox"/> NO	<b>How many liens/ mortgages are we paying on HUD and amounts:</b> 1. 2. 3.
<input type="checkbox"/> YES <input type="checkbox"/> NO	<b>Property Taxes Paid or Due and amounts:</b>
<input type="checkbox"/> YES <input type="checkbox"/> NO	<b>Subdivision/Condo Association: Amount:</b>
<input type="checkbox"/> YES <input type="checkbox"/> NO	<b>Home Warranty:</b>
<input type="checkbox"/> YES <input type="checkbox"/> NO	<b>Transaction Fee:</b>
<input type="checkbox"/> YES <input type="checkbox"/> NO	<b>Seller credit towards purchasers closing costs:</b>
<input type="checkbox"/> YES <input type="checkbox"/> NO	<b>Estimated Closing Date:</b>
<input type="checkbox"/> YES <input type="checkbox"/> NO	<b>Email or Fax HUD to:</b>
<input type="checkbox"/> YES <input type="checkbox"/> NO	
<input type="checkbox"/> YES <input type="checkbox"/> NO	

**Please note that the turn around time for an estimated HUD is a minimum of 24-48 hours**