



## Coral Springs Consultants, LLC

Home Retention Specialists

3549 Lago De Talavera

Wellington, Florida 33467

Telephone: 800-980-2443

Fax: 800-980-2449

RE: Loss Mitigation Services  
Property:

Dear Client:

This letter will serve to confirm that you have engaged Coral Springs Consulting, LLC to negotiate with your current mortgage lender(s) to accept a loss mitigation settlement in connection with the above-referenced property.

In order to begin the process, please provide the following items as soon as possible:

- Last two months pay stubs or other proof of income for all borrowers
- Last two months bank account statements
- Last two years filed Federal tax returns
- Most recent mortgage statement for all mortgages
- Handwritten Hardship Letter explaining reason why requesting mitigation (see attached)
- Signed Authorization to Release Information (see attached)
- Completed, signed and dated Financial Statement (see attached)
- Signed Retainer Agreement together with \$399.00 processing fee (see attached)

Please also provide the following information as available to assist in our negotiations and preparation of the file for closing:

- Any Notices of Default, Foreclosure letters, or other correspondence from lenders
- Any Judgment or Lien Notices or other such correspondence
- Any documentation supporting Hardship (job termination/day-off notice, medical records, etc.)
- Homeowner's Insurance Policy information
- Title Insurance Policy (issued when you purchased the property)
- Survey
- Homeowner/Condo Association contact information (if applicable)
- Copy of any current or recently expired Realtor Listing Agreements
- Copy of any current or recently expired Leases

Upon receipt of the foregoing information, we will contact the lender to initiate the mitigation negotiations. We look forward to working with you toward a successful conclusion to this matter. If you have any questions or require anything further, please do not hesitate to contact me.

Thank you.

Sincerely,

Robert J. Vitale

The Client understands that the information requested is required to provide a complete assessment of the Client's situation and facilitate the mitigation process. The Client understands and acknowledges that without complete information, Coral Springs Consulting, LLC cannot adequately assist the Client. The Client further understands and acknowledges that any creditors rights remain unaffected by the submission of a loss mitigation package and the collection proceedings may commence or continue notwithstanding the negotiations toward a settlement, including the possible loss of any secured property through the foreclosure process.