

Transaction Coordination & Short Sale Negotiation



mycoordinator

REAL PEOPLE, REAL RESULTS

WE NEGOTIATE SHORT SALES

INITIATE & NEGOTIATE

The My Coordinator team will do the following:

- ✓ Email all short sale paperwork to Seller's Agent to deliver and collect from Seller.
- ✓ Initiate and negotiate the short sale with FIRST MORTGAGE lender once all short sale paperwork is turned in (only includes first mortgage and no other leins).
- ✓ Invite Sellers Agent & Seller to the My Coordinator TOUCH system to see updates 24/7.
- ✓ Communicate with Sellers Agent to collect updated information from sellers (I.E. Pay Stubs, Bank Statements, Taxes Etc).
- ✓ Sellers Agent to take both positive and negative photos to assist in negotiations and email to the My Coordinator Team.
- ✓ Post all bank updates/communications in the My Coordinator TOUCH system.
- ✓ Communicate with Sellers Title Company to get updated PR every 30-60 days.
- ✓ The My Coordinator Team will advise on acceptable terms for offer. (Seller's Agent to handle all paperwork required for contract negotiations).
- ✓ Communicate to Seller's Agent, details from the bank, so that Seller's agent can work with the Seller and Buyer to accept or counter offer banks terms.
- ✓ Seller's Agent to be point of contact for Appraisal/BPO access to property.
- ✓ Get approval letter accepted by Seller.
- ✓ Seller's Agent to schedule and attend settlement.
- ✓ Will make the best effort with all means possible to prevent any pending forecluser sale date.
- ✓ Will file variances to dispute property values and denials on relocation assistance.

We do not charge any fees unless your transaction closes.

MyCoordinator.com
Info@MyCoordinator.com

844-MY-TOUCH

Please contact an Attorney or Accountant for legal or tax questions.