

IndyMac Mortgage Services, A Division of OneWest Bank, FSB  
Loan Resolution Department  
2900 Esperanza Crossing  
Austin, TX 78758

Loan Number:

Property Address:

Thank you for contacting IndyMac Mortgage Services, A Division of OneWest Bank, FSB,, (IndyMac Mortgage Services) regarding the above referenced property. IndyMac Mortgage Services will review your request for assistance upon receipt of the following items:

**If you are selling your property and would like IndyMac Mortgage Services to consider your request for a Short Sale or Pre-Foreclosure Sale, the following items are required for review:**

- The completed Financial Statement and Hardship Explanation form. (Enclosed)
- Most recent checking and savings account statements for all borrowers.
- Proof of all sources of monthly household income, such as pay stubs for the last 30 days, or if self-employed, we need profit and loss statements for the last two quarters along with the most recent federal tax return. Leases and social security, pension, or disability statements are required if applicable.
- Any other documentation or information you feel may be relevant to the situation.
- Documentation showing the complete listing history for this property listing agreement(s).
- A sales contract signed by buyer & seller, **subject to IndyMac/Lender Approval.**
- Completed Purchaser Eligibility Certification form (Enclosed)
- An estimated settlement statement showing all proposed seller paid closing costs.
- Proof of Buyer's financing (i.e. pre-qualification letter, etc...)

**Once you have obtained ALL of the required items, please write your name and loan number on every document, and submit your request via fax to: 626-583-1370.**

Upon receipt of your complete request for assistance, a Workout Analyst will be assigned to review your file. You or your designated agent or realtor will be contacted. IndyMac Mortgage Services will need to determine the fair market value of your property. In order to do this we will be obtaining a BPO (broker price opinion). Your authorized third party will be contacted to schedule this inspection within 10 days of receipt of your **complete** request.

Loss Mitigation Department  
Toll-Free: 1-877-736-5556

**NOTE: SUBMITTING YOUR REQUEST FOR WORKOUT REVIEW DOES NOT STOP THE FORECLOSURE PROCESS. ALL NORMAL SERVICING INCLUDING COLLECTIONS AND/OR FORECLOSURE IF APPLICABLE WILL CONTINUE UNLESS YOU ARE OTHERWISE NOTIFIED IN WRITING BY INDYMAC MORTGAGE SERVICES, A DIVISION OF ONEWEST BANK, FSB.**