



## Post-Purchase Program

### Forms and Documents to be included in your Intake Packet

Please review all forms to be sure they are signed and completed.

Check the box to verify:

- Post-Purchase Intake Form
- Demographic Tracking Information
- Foreclosure Mitigation Counseling Disclosure Statement and Agreement
- Authorization to Release Information
- Homeowner Financial Analysis

**Please provide a copy of the following documents:**

- Copy of a valid photo ID
- Income verification for last 2 months: Paystubs, Benefit Letters, Pension Statements
- Most recent Income Tax Return with all schedules and W2s
- 2 most recent bank statements, all pages
- Most recent utility bills, loans and credit card statements
- Homeowner's Insurance Declaration Page
- Property Tax Bill
- HOA Dues Statement (if applicable)
- Recent Mortgage Statement, and 2<sup>nd</sup> Mortgage, HELOC (if applicable)
- Mortgage note or recent loan modification
- Recent correspondence from the lender/servicer, their attorney, and the court
- Bankruptcy documents (if applicable)

After you complete the forms and gather the needed documentation, promptly submit it before the documents become outdated. Include this check list. A counselor will review the packet within 7 business days and give you a call to go over your options and most likely set up a face-to-face appointment.

**To submit your packet, you can scan & download your documents and upload them onto your account, fax them, or drop them in our secured drop box at our office. If you plan to fax or drop off your documents in the drop box, please contact our office first.**

HomeStart

Fax: 815- 962- 2650

Office locations:

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