FORECLOSURE DEFENSE
CLIENT INTAKE QUESTIONNAIRE:

IS A SALE DATE SET? Contact us immediately and send us the Notice of Trustee's Sale. Beware of "foreclosure rescue" companies that demand upfront fees. Free help is also available from HUD-approved housing counselors (1-888-995-4673).

CONFIDENTIAL. This questionnaire is for homeowners facing foreclosure, whether by a trustee's sale (non-judicial) or a court case (judicial). Foreclosure laws and timelines vary by state. Please answer as completely as you can. If a question does not apply, write "N/A." If unknown, write "Unknown." Loan numbers: last 4 digits only.

NAME OF THE CLIENT(s) / BORROWER(s):

[__] Borrower 1: ______________________________

[__] Borrower 2 / Co-owner: ______________________________

Mailing Address: ______________________________

City: ____________________ County: ______________ State: _____ Zip: _______

Phone: ____________________ Email: ____________________

Syndicate Plan Member ID: ____________________ Plan Start Date: ____________________

Preferred method of contact:

[__] Phone [__] Text [__] Email

PART 1 — WHERE ARE YOU IN THE PROCESS?

1.1 Check the most recent that applies:

[__] Behind on payments (no notice yet) [__] Notice of Default recorded

[__] Notice of Trustee's Sale received [__] Sale postponed

[__] Foreclosure lawsuit served (judicial) [__] HOA foreclosure

[__] Home already sold at auction [__] Received an eviction notice after sale

1.2 Notice of Default date: ____________________ Scheduled sale date: ____________________

1.3 Trustee company / foreclosure lawyer: ____________________ Phone: ____________________

1.4 In your own words, what happened and what do you want to accomplish? ____________________

____

____

PART 2 — THE PROPERTY

2.1 Property address: ______________________________

City: ____________________ County: ______________ State: _____ Zip: _______

2.2 Owner(s) on title: ______________________________

2.3 Property type:

[__] Single-family home [__] Condo / townhouse [__] 2–4 units

[__] 5+ units [__] Commercial [__] Vacant land

2.4 Is this your primary residence (owner-occupied)? [__] Yes [__] No

2.5 Are there tenants living at the property? [__] Yes [__] No

2.6 Estimated current value: $ ______________________ Estimated equity: $ ____________________

PART 3 — YOUR LOAN(S)

Loan Detail	1st Mortgage	2nd / HELOC
Lender / current servicer		
Loan number (last 4)		
Loan type (FHA, VA, USDA, conventional, other)		
Owner of loan (Fannie Mae, Freddie Mac, bank, other)		
Date originated / original amount		
Current principal balance		
Interest rate (fixed / adjustable)		
Monthly payment (incl. taxes / insurance)		
Number of payments missed		
Amount to catch up (reinstate)		

3.1 Date of first missed payment: ____

3.2 Reason for falling behind:

[__] Job loss / reduced income [__] Medical / disability

[__] Divorce / separation [__] Death in family

[__] Payment increase (ARM / escrow) [__] Business failure

[__] Natural disaster [__] Other

3.3 Is this a reverse mortgage? [__] Yes [__] No

3.4 Has the loan servicer changed since you got the loan? [__] Yes [__] No

PART 4 — COMMUNICATIONS WITH YOUR SERVICER

4.1 Did the servicer contact you 30+ days before the Notice of Default? [__] Yes [__] No

4.2 Were you assigned a single point of contact? [__] Yes [__] No

4.3 Have you applied for a loan modification, forbearance, or other help? [__] Yes [__] No

Date Submitted	Type of Help Requested	Servicer Said Complete?	Decision & Date	Appealed?

4.4 Did foreclosure proceed while your application was pending? [__] Yes [__] No

4.5 Are you in a trial payment plan or forbearance now? [__] Yes [__] No

4.6 Have payments been returned, misapplied, or not credited? [__] Yes [__] No

If yes, explain: ____

____

4.7 Is there a dispute about escrow, taxes, or force-placed insurance? [__] Yes [__] No

If yes, explain: ____

____

PART 5 — NOTICES & DOCUMENTS RECEIVED

Notice / Document	Date on Notice	Date Received	Have Copy?
Breach / demand letter			
Notice of Default			
Notice of Trustee's Sale			
Sale postponement notices			
Loan modification denial letter			
Summons & complaint (judicial)			
Trustee's deed / notice to quit (after sale)			

PART 6 — YOUR FINANCES & OPTIONS

6.1 Total household monthly income: $ ____________________ Monthly expenses: $ ______________

6.2 Funds available now to catch up: $ ____

Monthly mortgage payment you can afford: $ ____

6.3 Options you want to explore:

[__] Keep the home
[__] Loan modification
[__] Repayment plan / forbearance
[__] Refinance
[__] Sell (traditional or short sale)
[__] Deed in lieu of foreclosure
[__] Delay the sale to buy time
[__] Sue the lender / servicer
[__] Bankruptcy
[__] Not sure

6.4 Have you filed bankruptcy, or are you considering it? [__] Yes [__] No

A bankruptcy filing generally stops a foreclosure sale immediately, but it has serious consequences and should be evaluated carefully.

PART 7 — POSSIBLE LEGAL ISSUES

7.1 Check anything you believe may apply:

[__] No contact before Notice of Default
[__] Dual tracking
[__] No single point of contact
[__] Notices defective or not received

[__] Payments misapplied / not credited
[__] Servicing transfer errors
[__] Active-duty military protections
[__] Sale conducted improperly
[__] Modification wrongly denied
[__] Problems with assignment of the loan
[__] Loan terms were unfair or misrepresented
[__] Not sure — please evaluate

7.2 Explain: ____

____

____

7.3 Is any borrower on active military duty (or was within the past year)? [__] Yes [__] No

PART 8 — PRIOR HELP & DOCUMENTS

8.1 Have you paid anyone for foreclosure or loan modification help? [__] Yes [__] No

If yes, explain: ____

____

Please provide copies of the following, if available. Check each item you are including.

[__] Promissory note & deed of trust
[__] All foreclosure notices
[__] Proof of payments made
[__] Proof of income / hardship letter
[__] Court papers (if any)
[__] Monthly mortgage statements
[__] Modification applications & letters
[__] Servicer transfer letters
[__] Property tax & insurance bills
[__] Notes of calls with servicer

Certification:

I/We declare that the information provided in this questionnaire is true, correct, and complete to the best of my/our knowledge. I/We understand this information is provided to Syndicate Subscription Legal Plans in confidence for the purpose of evaluating my/our foreclosure matter.

Signed and dated this ____ day of _______________________, 20___

Signature (Borrower 1): ____

Print Name: _____________________________

Signature (Borrower 2): ____

Print Name: _____________________________

Please Print and Email to STEVE@STEVEMUELLERLEGAL.COM, or save this document as a PDF and email to STEVE@STEVEMUELLERLEGAL.COM,
Your information will be reviewed within one hour.