



contact your Cooperative Short Sale Fulfillment Advisor at [INSERT DTS PHONE NUMBER]. Again, your eligibility to participate in the Cooperative Short Sale program does not require you to use a specific real estate professional. You may select a real estate professional of your choice. During the call, please advise [INSERT REAL ESTATE COMPANY NAME] that you are currently working with another real estate professional, but you would like to learn more about the Cooperative Short Sale program. At that time, they will give you the necessary information to facilitate the Cooperative Short Sale process.

Please read through the Cooperative Short Sale Acknowledgement of Interest Agreement carefully then sign and return the document as directed by the Cooperative Short Sale Fulfillment Advisor on the call. The Customer Agent Option Awareness form acknowledges that you understand that your eligibility to participate in the Cooperative Short Sale program does not require you to use a specific real estate professional and that you may select a real estate professional of your choice. Please read through the document carefully, then sign and return the document as directed by the Cooperative Short Sale Fulfillment Advisor on the call. This is an urgent matter that requires your immediate attention to avoid foreclosure on the property. If you have not yet received a call from a [INSERT REAL ESTATE COMPANY NAME] real estate agent to discuss your next steps, please contact them directly at [INSERT NUMBER & HOURS]. If you are currently working with a real estate professional, please have them contact your Fulfillment Advisor at [INSERT DTS PHONE NUMBER].

Cooperative Short Sale Team  
BAC Home Loans Servicing, LP

Enclosures include:

Cooperative Short Sale Agreement  
Customer Agent Option Awareness form

**A conference call with a Cooperative Short Sale Fulfillment Advisor will be set up to review the content of this Acknowledgement of Interest to ensure you understand the Cooperative Short Sale program and process completely. You will then be asked to sign this Acknowledgement of Interest and return by fax.**

### **Cooperative Short Sale Acknowledgement of Interest**

Property Address: [Property Address] [City, State Zip]

Loan Number: [xxx-xx-xxxxxxx]

### **Important information on a Cooperative Short Sale**

- If you successfully complete a cooperative short sale, you will sell your home and will be required to vacate the property.
- You are responsible for all maintenance and expenses on the property until it is sold.
- Financial hardship and inability to afford the payments on the property are needed to qualify for a cooperative short sale.
- The short sale must be an “arm’s length” transaction. An arm’s length transaction means that you cannot list the property with or sell it to anyone that you are related to or with whom you have a close personal or business relationship.
- Bank of America will use proceeds from the sale to pay off the balance of your loan, and will work together with your listing agent on your behalf to facilitate the sale process.
- We may begin or continue the foreclosure process while we review your request. We will suspend any foreclosure sale date until the expiration date of the signed Acknowledgement of Interest or the date of closing of an approved short sale, whichever is later, as long as you continue to abide by the terms and conditions of the agreement.
- If the cooperative short sale is unsuccessful, Bank of America may offer you the opportunity to participate in a deed-in-lieu of foreclosure program.
- Once your short sale is completed, Bank of America will report to the major credit reporting bureaus that your loan was completed as a short sale.

### **Benefits of a successful Cooperative Short Sale**

- If the cooperative short sale is successful, Bank of America will pay you \$2500 for moving, relocation, or rental expenses.
- If the cooperative short sale is successful, Bank of America will not pursue the deficiency balance on your loan.
- If the cooperative short sale is successful, Bank of America will not foreclose on your home.

Borrower Name 1 Signature	Date	Borrower Name 2 Signature	Date
Borrower Name 1 Printed Name		Borrower Name 2 Printed Name	

**Once you have been contacted by the advisor,  
you will then be asked to fax this page to: 1.866.213.9181.**

BAC Home Loans Servicing, LP is required by law to inform you that this communication is from a debt collector. However, the purpose of this communication is to let you know about your potential eligibility for this program to help you avoid foreclosure.

**A conference call with a Cooperative Short Sale Fulfillment Advisor will be set up to review the content of this Customer Agent Option Awareness form to ensure that you understand that your eligibility to participate in the Cooperate Short Sale program does not require you to use a specific real estate professional and that you may select a real estate professional of your choice. You will then be asked to sign this Customer Agent Option Awareness form and return by fax.**

**Customer Agent Option Awareness**

Date: \_\_\_\_\_

Regarding the sale of my property located at:

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

(the "Property") I understand that I may use the services of the licensed real estate professional of my choice to list and market the Property. I further state that I have had the opportunity to consult with real estate professionals for that purpose. I acknowledge that neither Dignified Transition Solutions, my lender, nor any of their parent or affiliated companies have required me to use the services of any particular agent or brokerage company. Finally, I acknowledge that neither Dignified Transition Solutions, my lender, nor any of their parent or affiliated companies have made any representations or warranties regarding any real estate agent or brokerage company.

Borrower Name 1 Signature	Date	Borrower Name 2 Signature	Date
Borrower Name 1 Printed Name		Borrower Name 2 Printed Name	

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