



## Short Sale Professional- SSPro

This application form must be completed in its entirety and delivered to the RealEstateProGuides with a signature. Make sure that you:

1. Attach the MLS printouts that correspond to the properties you have identified
2. Indicate applicable loss mitigation contact references
3. Attach copies of formal bank release letters relevant to transactions indicated
4. Sign the acknowledgment at the end of this form

You must also watch the Short Sale Refresher Tutorial and complete the exam for a 78% or better passing score.

Broker/Agent Name: \_\_\_\_\_ Date: \_\_\_\_\_

Company Name: \_\_\_\_\_

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

City/State/Zip \_\_\_\_\_

RE License number:  
 State you are licensed in: \_\_\_\_\_

Date of RE License Expiration:

How long you have specialized in Short Sales:

Last three Loss Mitigation or Short Sale Conferences/Training attended (if any):  
 Name/Title of Conference \_\_\_\_\_ Dates: \_\_\_\_\_

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PAGE TWO – To Complete

You must submit verifiable information for 2 – 3 short sale transactions within the last two years, including transactions details and loss mitigation representative references.

These transactions must have been listed and closed as a short sale transaction.

Please document your transaction history of successfully closed short sale transactions below– you must also attach a copy of the MLS printout for each transaction showing you as the listing broker/agent and evidence of a successfully sold (closed status) transaction.

Be sure to include in your SSPro application documentation, copies of bank release letters/written short sale acceptance for each transaction you have identified on the application.

Closed Short Sale Transactions:

1.

Subject Property Address:			
City/State/Zip			
Seller or Client Name:			
Mortgagee (lender) & Rep name:			
Total deficiency balance released:			
Mortgagee Phone	Ph: ___ - ___ - ___	Ext: _____	Fax: ___ - ___ - ___
Date listed      ___ / ___ / ___	Date Closed/Sold		___ / ___ / ___

2.

Subject Property Address:			
City/State/Zip			
Seller or Client Name:			
Mortgagee (lender) & Rep name:			
Total deficiency balance released:			
Mortgagee Phone	Ph: ___ - ___ - ___	Ext: _____	Fax: ___ - ___ - ___
Date listed      ___ / ___ / ___	Date Closed/Sold		___ / ___ / ___

3.

Subject Property Address:			
City/State/Zip			
Seller or Client Name:			
Mortgagee (lender) & Rep name:			
Total deficiency balance released:			
Mortgagee Phone	Ph: ___ - ___ - ___	Ext: _____	Fax: ___ - ___ - ___
Date listed      ___ / ___ / ___	Date Closed/Sold		___ / ___ / ___

**Acknowledgment**

I, the undersigned, hereby affirm that I am a licensed broker/agent and that all information contained on this form is correct and true.

I also certify that I have administered the requirements for the SSPro designation and that I must complete and pass the final exam with a final score of 78% or better in order to complete my approval for the SSPro designation.

I further affirm that I have completed the exam without outside assistance and on my own merits.

I also understand and agree that should any of the information contained herein prove to be in any way false or misleading that my SSPro designation will automatically be revoked.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed name**

\_\_\_\_\_  
**Date**

**Fax to: 503-620-8025 or email to: [info@realestateproguides.com](mailto:info@realestateproguides.com) Subject: SSPro App**