

NATIONAL HOME MORTGAGE FINANCE CORPORATION  
CHECK LIST OF REQUIREMENTS  
SALE OF MORTGAGE RIGHTS (SAMOR III)

BUYER/OFFEROR: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

Tel# \_\_\_\_\_

|                          |   |  |
|--------------------------|---|--|
| <input type="checkbox"/> | LETTER OF INTENT (Duly Accomplished & Signed)       |  |
| <input type="checkbox"/> | Undertaking (signed & duly notarized)               |  |
| <input type="checkbox"/> | 2 Valid Identification Cards                        |  |
| <input type="checkbox"/> | Current Community Tax Certificate                   |  |
| <input type="checkbox"/> | Marriage Contract (if applicable)                   |  |
| <input type="checkbox"/> | Proof of Income                                     |  |
| <input type="checkbox"/> | Employed: Latest ITR/W2                             |  |
| <input type="checkbox"/> | Cert. of Employment- Length of service/compensation |  |
| <input type="checkbox"/> | Self Employed: ITR & Income Statement               |  |
| <input type="checkbox"/> | Proof of Billing (Meralco, Water or Credit Card)    |  |
| <input type="checkbox"/> | Others:   |  |
| <input type="checkbox"/> | Cert. from brgy. - occupant                         | <input type="checkbox"/> Manifestation |
| <input type="checkbox"/> | Cert from brgy. - property abandoned                | <input type="checkbox"/> TCT/Pictures  |
| <input type="checkbox"/> | Deed of Sale  |  |
| <input type="checkbox"/> | SPA   |  |
| <input type="checkbox"/> | Tax Declaration                                     |  |

Account Number: \_\_\_\_\_ Original Borrower: \_\_\_\_\_

Status of Account: \_\_\_\_\_

Mortgage Property Location: \_\_\_\_\_  
\_\_\_\_\_

Outstanding Obligation as of \_\_\_\_\_ P. \_\_\_\_\_

Book Value inclusive of Insurances: P. \_\_\_\_\_

Add: Litigation Expenses \_\_\_\_\_ P. \_\_\_\_\_

Appraisal Value as of \_\_\_\_\_ P. \_\_\_\_\_

Offered Price \_\_\_\_\_ P. \_\_\_\_\_

Option Money OR# \_\_\_\_\_ Date: \_\_\_\_\_ Amount P \_\_\_\_\_

APPROVED/NEGOTIATED PRICE P. \_\_\_\_\_

Prepared by: \_\_\_\_\_

Checked by: \_\_\_\_\_

Recommending Approval: \_\_\_\_\_