



PNC Mortgage  
a Division of PNC Bank NA  
3232 Newmark Drive  
Miamisburg, Ohio 45342

**Learn How Seattle Short Sales, Inc.**

**Can Help You Short Sale Your Property**

<http://SeattleShortSales.com>

**1-800-603-3525**

Date: February 2, 2012

To: Seattle short sales inc

Phone # 800-603-3525  
Fax # 888-860-1314

Seattle short sales inc

Phone # 800-603-3525  
Fax # 888-860-1314

From: PNC Mortgage, a Division of PNC Bank NA

Phone No.: 1-800-367-9305 X 904-092-0183

Fax No.: 1-855-781-0057

Email: [redacted]@pncmortgage.com

Subject: PNC Loan # [redacted]

**PLEASE SEND THE FOLLOWING TO MY ATTENTION:**

- 1a. Net proceeds check (Not Less Than) \$217,748.50
- 1b. Signed Promissory Note (If applicable)\* \$0.00
- 1c. Copy of check to the Second Mortgage Holder \$0.00
- 1d. Copy of Check From Seller \$5,000.00
- 2 Signed (buyer & seller) HUD-1 Settlement Statement
- 3 Signed Approval of Short Sale Closing Agreement
- 4 Signed Unearned Premium Refund Agreement
- 5 Signed Affidavit of "Arm's Length Transaction"
- 6 NO MONEY IS TO BE GIVEN TO THE SELLERS  
AND THEY MAY NEED TO BRING FUNDS TO THE CLOSING
- 7 Copy of Subordinate Lien Holder(s) Approval Letter(s), if applicable

\* Please note - All Promissory Notes MUST BE NOTARIZED



PNC Mortgage  
a Division of PNC Bank NA  
3232 Newmark Drive  
Miamisburg, Ohio 45342

Date: February 2, 2012

To: [REDACTED]  
Fax Number: 888-860-1314

From: PNC Mortgage, a Division of PNC Bank NA  
[REDACTED]  
Phone No.: 1-800-367-9305 X 904-092-0183  
Fax No.: 1-855-781-0057  
Email: [REDACTED]@pncmortgage.com

Subject: PNC Loan # [REDACTED]  
Seller's Name: [REDACTED]

Property Address: [REDACTED]  
Snoqualmie Wa 98085

**The entire PNC Mortgage Closing Package must be sent to the PNC Negotiator at the number listed above immediately after the closing :**

1. **SIGNED** HUD-1 Settlement Statement
2. **SIGNED** Approval Letter
3. Affidavit of "Arm's Length Transaction" **MUST BE SIGNED** by all parties (Both Agents, Buyer, Seller, and Settlement Agent)
4. **SIGNED** Unearned Premium Refund Agreement
5. **If Power of Attorney (POA), it MUST** be approved 24 hours prior to closing
6. **Copy of proceeds check**
7. Copy of Subordinate Lien Holder(s) Approval Letter(s), if applicable

**\*\*Failure to comply with these instructions could result in closing funds being returned.**



PNC Mortgage  
a Division of PNC Bank NA  
3232 Newmark Drive  
Miamisburg, Ohio 45342

February 2, 2012

**\*\* We must review a final HUD-1 prior to closing \*\***

**APPROVAL OF SHORT SALE CLOSING AGREEMENT**

TO: Seattle short sales inc  
Attention: [REDACTED]  
Phone #: 800-603-3525  
Fax #: 888-860-1314

PNC Mortgage Loan #: [REDACTED]

SELLER'S NAME: [REDACTED]

BUYER'S NAME: [REDACTED]

0  
0

PROPERTY ADDRESS: [REDACTED]  
Snoqualmie Wa 98066

SALES PRICE:	\$236,000.00	
CLOSING COST:	\$8,151.50	
Seller's Concessions:	\$0.00	
COMMISSION:	\$14,100.00	
Payment to Second Mortgage:	\$0.00	Payable to
Payment to HOA:	\$0.00	
CLOSING DATE:	March 14, 2012	OR BEFORE - OR THERE COULD BE ADDITIONAL CHARGES
Interest Per Diem:	\$67.15 per day after 3/14/2012	
PROMISSORY NOTE 1*:	\$0.00	0.00
PROMISSORY NOTE 2*:	\$0.00	
Cash from Seller:	\$5,000.00	

NET PROCEEDS: \$217,748.50 (No Less Than)

\* Please note - All Promissory Notes MUST BE NOTARIZED  
**NO MONEY IS TO BE GIVEN TO THE SELLERS AND THEY MAY NEED TO BRING FUNDS TO THE CLOSING**

**We require a fully executed copy of the signed HUD-1 Settlement Statement.**

PNC Mortgage will not be responsible for the payment of any real estate taxes including, without limitation, the real estate taxes being paid twice. PNC Mortgage paid the last installment of taxes on [REDACTED] in the amount of [REDACTED]

Any refunds related to this account or escrow balance remaining are payable to PNC Mortgage, a Division of PNC Bank NA and will not be refunded to the seller.

**VARIANCE IN THESE TERMS REQUIRE PNC'S APPROVAL.** We require the proceeds check by [REDACTED]  
Please forward the proceeds and other documents to:

PNC MORTGAGE  
A DIVISION OF PNC BANK NA  
[REDACTED] Loss Mitigation Bldg 5  
Loss Mitigation QC/Closing Team  
3232 Newmark Drive  
Miamisburg, Ohio 45342

Page 2  
Terms of the Short Sale  
PNC Loan # [REDACTED]

We will prepare and record the Satisfaction of Mortgage/Deed of Trust. We will also report the Credit Bureau "legally satisfied for less than full debt".

**SPECIAL DISCLOSURES:**

PNC Mortgage, a Division of PNC Bank NA does not provide legal or tax advice. You are encouraged to seek advice from competent experts regarding the legal and tax consequences associated with any program we may offer.

If you agree with the terms please sign below:

_____	Date	_____	Date
_____	Date	_____	Date

\_\_\_\_\_

Forwarding Address

\_\_\_\_\_

Sincerely,

[REDACTED]

Loss Mitigation Department  
PNC Mortgage  
a Division of PNC Bank Na  
Phone No.: 1-800-367-9305 ext. [REDACTED]  
Fax No.: 1-855-781-0057

**UNEARNED PREMIUM REFUND AGREEMENT**

Date: February 2, 2012

RE: PNC Mortgage Loan # [REDACTED]

Homeowner's Name: [REDACTED]

Property Address: [REDACTED]  
Snoqualmie Wa 98065

Policy # [REDACTED]  
0

Expiration Date:  
Last Premium Paid:

In accordance with a closing agreement executed with PNC Mortgage a Division of PNC Bank NA I/we hereby assign to PNC Mortgage a Division of PNC Bank NA all rights to cancel and receive any unused insurance premiums.

Any refunds that are normally sent directly to the insured are to be forwarded to PNC Mortgage, a Division of PNC Bank NA pursuant to this request.

PNC MORTGAGE  
A DIVISION OF PNC BANK NA  
QC/Closing Department Loss Mitigation Bldg. 5  
3232 Newmark Drive  
Miamisburg, Ohio 45342

[REDACTED] \_\_\_\_\_ Date

0 \_\_\_\_\_ Date

0 \_\_\_\_\_ Date

0 \_\_\_\_\_ Date

**AFFIDAVIT OF "ARM'S LENGTH TRANSACTION"**

**Seller and Seller's Real Estate Agent**

Property Address: [Redacted]  
Snoqualmie Wa 98065

By executing this affidavit Seller and Seller's Real Estate Agent certify under penalty:

Hereby affirm that this is an "Arm's Length Transaction" defined as;

Seller and the Buyer are unrelated to each other by family, marriage or commercial enterprise.

There are no agreements, understandings or contracts between the parties that the borrower is permitted to remain as a tenant on the Mortgaged Premises.

Neither the Borrower(s) nor the purchaser(s) will receive any funds or commissions from the sale of the Mortgaged Premises.

There are no agreements, understandings or contracts relating to the current sale or subsequent sale of the Mortgaged Premises that have not been disclosed to the lender and or servicer.

Seller and Buyer understands, agrees and intends that there is a reliance upon statements made in the affidavit as consideration for a reduction of the payoff amount of the Mortgage and agreement to the sale of Mortgaged Premises.

Seller and Buyer agree to indemnify the lender and or servicer for any and all loss resulting from any negligent or intentional misrepresentation made in this affidavit, including, but not limited to, the amount of the reduced payoff of the Mortgage.

Seller and Buyer understand that a misrepresentation may subject the responsible party to civil and/or criminal liability.

The affidavit will survive the closing of the transaction.

\_\_\_\_\_  
(Seller) Date \_\_\_\_\_ (Seller) Date

\_\_\_\_\_  
(Seller) Date \_\_\_\_\_ (Seller) Date

State of: \_\_\_\_\_

County of: \_\_\_\_\_

Before me, a Notary Public, in and for said County, personally appeared the above named

[Redacted] and  
who is personally known to me or who has produced \_\_\_\_\_  
[type of identification]. Who acknowledged that he/she did sign the foregoing instrument, and that the same is his/her free act and deed.

In Testimony Whereof, I have hereunto subscribed my name and affixed my official seal at

this \_\_\_\_\_ day of \_\_\_\_\_ [date].

(Notary Seal is Required) \_\_\_\_\_ (Signature)

Notary Public, State of: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

\_\_\_\_\_  
(Sellers Agent) Date

Print Name for Sellers Agent \_\_\_\_\_ Seattle short sales inc  
Print Company for Sellers Agent

State of: \_\_\_\_\_

County of: \_\_\_\_\_

Before me, a Notary Public, in and for said County, personally appeared the above named

[Redacted]  
who is personally known to me or who has produced \_\_\_\_\_  
[type of identification]. Who acknowledged that he/she did sign the foregoing instrument, and that the same is his/her free act and deed.

In Testimony Whereof, I have hereunto subscribed my name and affixed my official seal at

this \_\_\_\_\_ day of \_\_\_\_\_ [date].

(Notary Seal is Required) \_\_\_\_\_ (Signature)

Notary Public, State of: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

**AFFIDAVIT OF "ARM'S LENGTH TRANSACTION"**

**Buyer and Buyer's Real Estate Agent**

Property Address: [REDACTED]  
Snoqualmie, WA 98065

By executing this affidavit Buyer and Buyer's Real Estate Agent certify under penalty;

Hereby affirm that this is an "Arm's Length Transaction" defined as;

Seller and the Buyer are unrelated to each other by family, marriage or commercial enterprise.

There are no agreements, understandings or contracts between the parties that the borrower is permitted to remain as a tenant on the Mortgaged Premises.

Neither the Borrower(s) nor the purchaser(s) will receive any funds or commissions from the sale of the Mortgaged Premises.

There are no agreements, understandings or contracts relating to the current sale or subsequent sale of the Mortgaged Premises that have not been disclosed to the lender and/or servicer.

Seller and Buyer understands, agrees and intends that there is a reliance upon statements made in the affidavit as consideration for a reduction of the payoff amount of the Mortgage and agreement to the sale of Mortgaged Premises.

Seller and Buyer agree to indemnify the lender and/or servicer for any and all loss resulting from any negligent or intentional misrepresentation made in this affidavit, including, but not limited to, the amount of the reduced payoff of the Mortgage.

Seller and Buyer understand that a misrepresentation may subject the responsible party to civil and/or criminal liability.

The affidavit will survive the closing of the transaction.

\_\_\_\_\_  
(Buyer) Date  
[REDACTED]  
Print Name

\_\_\_\_\_  
(Buyer) Date  
\_\_\_\_\_  
Print Name

\_\_\_\_\_  
(Buyer) Date  
\_\_\_\_\_  
Print Name

\_\_\_\_\_  
(Buyer) Date  
\_\_\_\_\_  
Print Name

State of: \_\_\_\_\_

County of: \_\_\_\_\_

Before me, a Notary Public, in and for said County, personally appeared the above named

[REDACTED] and \_\_\_\_\_  
who is personally known to me or who has produced \_\_\_\_\_  
[type of identification]. Who acknowledged that he/she did sign the foregoing instrument, and that the same is his/her free act and deed.

In Testimony Whereof, I have hereunto subscribed my name and affixed my official seal at

this \_\_\_\_\_ day of \_\_\_\_\_ [date].

(Notary Seal is Required) \_\_\_\_\_ (Signature)

Notary Public, State of: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

\_\_\_\_\_  
Buyers Agent Date  
\_\_\_\_\_  
Print Buyers Agent Name

\_\_\_\_\_  
Buyers Agent Date  
\_\_\_\_\_  
Print Buyers Agent Name

\_\_\_\_\_  
Print Buyers Agent Company  
.....  
State of: \_\_\_\_\_

\_\_\_\_\_  
Print Buyers Agent Company  
.....  
State of: \_\_\_\_\_

County of: \_\_\_\_\_

Before me, a Notary Public, in and for said County, personally appeared the above named

0 and 0  
and \_\_\_\_\_  
who is personally known to me or who has produced \_\_\_\_\_  
[type of identification]. Who acknowledged that he/she did sign the foregoing instrument, and that the same is his/her free act and deed.

In Testimony Whereof, I have hereunto subscribed my name and affixed my official seal at

this \_\_\_\_\_ day of \_\_\_\_\_ [date].

(Notary Seal is Required) \_\_\_\_\_ (Signature)

Notary Public, State of: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

**AFFIDAVIT OF "ARM'S LENGTH TRANSACTION"**

**Settlement Agent and Escrow Agent**

Property Address: [Redacted]  
Snoqualmie Wa 98085

**By executing this affidavit Settlement Agent and Escrow Agent certify under penalty;**

**Hereby affirm that this is an "Arm's Length Transaction" defined as;**

Seller and the Buyer are unrelated to each other by family, marriage or commercial enterprise.

There are no agreements, understandings or contracts between the parties that the borrower is permitted to remain as a tenant on the Mortgaged Premises.

Neither the Borrower(s) nor the purchaser(s) will receive any funds or commissions from the sale of the Mortgaged Premises.

There are no agreements, understandings or contracts relating to the current sale or subsequent sale of the Mortgaged Premises that have not been disclosed to the lender and or servicer.

Seller and Buyer understands, agrees and intends that there is a reliance upon statements made in the affidavit as consideration for a reduction of the payoff amount of the Mortgage and agreement to the sale of Mortgaged Premises.

Seller and Buyer agree to indemnify the lender and or servicer for any and all loss resulting from any negligent or intentional misrepresentation made in this affidavit, including, but not limited to, the amount of the reduced payoff of the Mortgage.

Seller and Buyer understand that a misrepresentation may subject the responsible party to civil and/or criminal liability.

The affidavit will survive the closing of the transaction.

Settlement Agent \_\_\_\_\_ Date \_\_\_\_\_

Settlement Agent \_\_\_\_\_ Date \_\_\_\_\_

[Redacted]  
Print Name & Title Settlement Agent \_\_\_\_\_

Print Name & Title Settlement Agent \_\_\_\_\_

Seattle short sales inc \_\_\_\_\_

Seattle short sales inc \_\_\_\_\_

Print Settlement Agent Company \_\_\_\_\_

Print Settlement Agent Company \_\_\_\_\_

State of: \_\_\_\_\_

County of: \_\_\_\_\_

Before me, a Notary Public, in and for said County, personally appeared the above named

[Redacted] and  
[Redacted] and

who is personally known to me or who has produced \_\_\_\_\_  
[type of identification]. Who acknowledged that he/she did sign the foregoing instrument, and that the same is  
his/her free act and deed.

In Testimony Whereof, I have hereunto subscribed my name and affixed my official seal at

this \_\_\_\_\_ day of \_\_\_\_\_ [date].

(Notary Seal is Required) \_\_\_\_\_ (Signature)

Notary Public, State of: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_



PNC MORTGAGE WIRE TRANSFER INSTRUCTIONS AND ADDITIONAL CLOSING INSTRUCTIONS

\*\*\*\*\*

1. Wiring the funds: Funds must be wired using the following information:

PNC Mortgage
ABA:
PNC Mortgage Wire Deposit/Account Number:

Beneficiary: PNC Mortgage
Reference Information: PNC Mortgage Loan No., Seller's Complete Name and Property Address, Sender of the Wire, Sender Contact Name and Contact Phone Number, Attention: Short Sale Department, Attention: Michelle Hedger

Please send Closing package via email to
QCLiquidationFulfillment@pncmortgage.com

Failure to include the above information on the wire advice may cause a delay in posting the short sale. The Loss Mitigation Department will not be responsible for any additional interest or fees that may be assessed as a result of incomplete or incorrect wire information. The beneficiary must be listed as "PNC Mortgage". PNC Mortgage will not be responsible for Wires sent or directed to another department.

2. Multiple funds on one wire: The Loss Mitigation Department will accept funds for one account per wire transaction. The company wiring the funds may not include multiple short sale funds in one wire. If this occurs, there will be a delay in posting the short sale funds.

3. Unidentifiable Transactions: Wire transactions that are received And cannot be identified will be returned to the ABA and account number from which they were received within 2 business days after receipt.

4. Delays in processing wire transfers: Loss Mitigation Department will not be accountable for any delay in posting which is a result of not following the procedures outlined herein. If a wired short sale is not sufficient, the Loss Mitigation Department will attempt to contact the sender to collect the required funds. If the sender cannot be contacted, the funds will be returned to the ABA and the account number from which they were received within 3 Business days after receipt.

If you have any questions in reference to your wire, please call 1-866-312-2271 ext.