

Documentation Needed for NC Foreclosure Prevention Fund

- **COPY OF 60 DAYS WORTH OF PAY STUBS and/or if applicable **PROOF OF SSI or ALIMONY****
- **COPY OF PROFIT & LOSS STATEMENT (Year To Date) (if self-employed)**
- **COPY OF ENROLLMENT LETTER OR/INTENT TO GRADUATE LETTER (if applicable) –Must include estimated or anticipated graduation date MONTH/YEAR**
- **COPY OF 1 MOST RECENT CHECKING/SAVINGS ACCOUNT STATEMENT**
- **COPY OF HOA STATEMENT (if applicable)**
- **COPY OF MORTGAGE STATEMENT (Most recent)**
- **COPY OF PROMISSORY NOTE (ALL PAGES/FOR ALL MORTGAGES)-It is found in your closing documents and would say “NOTE” or PROMISSORY NOTE” at the top.**
- **COPY OF DEED OF TRUST FOR ALL MORTGAGES (ALL PAGES)-It is found in your closing documents or you may obtain a copy from the Register of Deeds Office in your county of residence.**
- **COPY OF PROOF OF HOMEOWNER’S INSURANCE – DECLARATION PAGE (if NOT escrowed in with your mortgage)**
- **PROPERTY TAX STATEMENT (this can be accessed online in most counties from your county tax office)**
- **COPY OF COUNTY TAX CARD (this is the property appraisal or report card and can be accessed online in most counties from your county tax office)**
- **COPY OF the General Warranty Deed (shows proof of ownership and can be found in your closing documents or you may obtain a copy from the Register of Deeds Office in your county of residence)**
- **COPY OF MOST RECENT (2012) TAX RETURN (1040’s & ALL SCHEDULES)**
- **COPY OF FORECLOSURE NOTICE WITH HEARING & SALE DATE (if applicable)**
- **COPY OF LOAN MODIFICATION AGREEMENT (if applicable)**
- **COPY OF BANKRUPTCY NOTICE AND APPROVAL LETTERS (if in an active bankruptcy)**
- **EMPLOYMENT HISTORY JANUARY 2007-Present– Please include NAME, ADDRESS, TELEPHONE NUMBER OF EMPLOYER, DATES OF EMPLOYMENT, JOB TITLE, AND MONTHLY GROSS INCOME FOR EACH JOB HELD DURING THIS TIME PERIOD.**

Note: WE DO NOT ACCEPT ORIGINAL DOCUMENTS. YOU MUST MAKE COPIES AND BRING THE COPIES WITH YOU TO YOUR SCHEDULED APPOINTMENT.

**RADA Office Address: 4030 Wake Forest Road, Suite 205, Raleigh, NC 27609
(919) 807-8400 main office line or (919) 208-2319 appointment scheduler**