

Date: [Insert Date]

To: [Investor Name/Company Name]
Attn: [Department/Representative Name]
Via: [Email/Portal/Fax Number]

RE: Short Sale Status Update and Request for Review

Property Address: [Insert Full Property Address]
Loan Number: [Insert Loan Number]
Borrower Name: [Insert Borrower Name]

Dear Investor,

I am writing to provide a formal status update regarding the pending short sale for the above-referenced property and to request an expedited review of the current submission.

Current Status:

- Purchase Contract Date: [Date]
- Offer Amount: \$[Amount]
- BPO/Appraisal Completed: [Date]
- Current Stage: [e.g., Awaiting Mortgage Insurance Approval / Under Final Review]

Key Updates:

[Insert brief details regarding buyer financing, inspection results, or any upcoming deadlines such as foreclosure dates or tax sales].

Financial Justification:

The current offer represents the fair market value based on the recent BPO and the specific condition of the property. Acceptance of this short sale will mitigate further losses to the investor compared to the costs associated with foreclosure and REO maintenance.

We have provided all requested documentation to the servicer. Please confirm if any additional information is required to move this file to a final decision.

Thank you for your time and consideration of this request.

Sincerely,

[Your Name]
[Your Title/Company]
[Your Phone Number]
[Your Email Address]