



MONROE-UNION COUNTY COMMUNITY DEVELOPMENT CORPORATION

PO Box 887, 349 E, Franklin Monroe, NC 28111
Phone: (704) 283-8804 Fax: (704) 292-1037

Mortgage Default Cover Letter

Greetings Homeowner:

Thank you for considering Monroe-Union County Community Development Corporation to help you with your mortgage related situation. Please complete the steps below so that we may assist you with foreclosure prevention counseling services..

1. Complete the entire questionnaire application. Make sure you sign and date, disclosures, authorizations and complete the monthly budget. If there is a co-applicant, make sure that all of their information is provided and have them sign it as well.
2. Please provide copies of all pertinent documents listed on the Document List enclosed. We ask that you make copies of your documents, we do not accept originals.
 - If you are receiving income from Social Security, Retirement, SSI, Child Support, Disability, Rental, etc., please provide the most recent up to date benefit/award letter and/or pertinent documentation.
 - Include a hardship letter stating the reason you are behind on payments. Please Do Not Include specific medical issues or medical documentation.
3. Submit your entire application, signed, dated and all requested documentation to the office by drop off: 349 E Franklin Street, Monroe NC 28112 or by mail: PO Box 887, Monroe NC 28112. We cannot accept emailed or faxed applications.

Once your completed Foreclosure Prevention Questionnaire and pertinent documents have been received, give us two business days to organize your information. After the two days, please call 704-283-8804 to schedule an appointment.

Sincerely,

Monroe-Union County CDC