



P&P Forms and Notices

Refer to the Client Guidelines Tool for details on when these signs are to be placed at each property or when these forms need to be uploaded into Vendor 360.

All signs should be placed inside a front window and be visible from the outside, unless otherwise specified in work order instructions. If front window is not available at a property, the documents should be laminated or placed in a weatherproof sleeve and posted on the front door. Take and upload photos to document that all signage was placed appropriately and in a timely manner.

** Some Notices have are editable fields that need to be updated prior to going out to the field.

Familiarize your organization with local codes and ordinances as it pertains to expected and acceptable postings. If a variance to a Client or Investor expectation is required post the local form or notice, document via photos, and indicate in the work order notes as applicable.

Keep in mind, all Notices and Forms can be found on the MCS On-Demand site. Click on the Form ID# to be taken directly to the Notice/Form.

Securing Notices and Forms

Client Number:	Notices and Form Name	Form ID#	Page #
All Clients except for 144 & 148	MCS Securing Sign	P-101	3
Clients 144 & 148	Securing Sign (Client Specific)	P-142	4
All Clients	Maine H.P. 1407 Securing Sign	P-170	5
Client 671, 681, & 691	NY Only Securing Sign	P-172	6

Eviction Notices and Forms

Client Number:	Notice and Form Name	Form ID#	Page #
Clients 144, 148, 523, 524, 543, 552, 555, 557, 618, 658, 674, 1105, 2017, 2018	Pre-Eviction Form	P-114	7-8
All Clients	Eviction Form	P-115	9-10

Winterization Notices and Forms

Client Number:	Notice and Form Name	Form ID#	Page #
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Client Specific Checklists

Client Number:	Notice and Form Name	Form ID#	Page #
Clients 765 & 2091	Deed-in-Lieu Checklist	P-116	13
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All Clients	Winterization Checklist	P-165	15
All Clients	Appliance Photo Checklist	B-139	16-17

Additional Notices and Forms

Client Number:	Notice and Form Name	Form ID#	Page #
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Clients 765 & 2091	FNMA Vacancy Certificate	P-113	19
Clients 144 & 148	VPR Sample	P-117	20
Clients 523, 524, 543, 548, 552, 618, 1105	VPR Sample	P-137	21
Clients 144, 148, 523, 524, 534, 543, 548, 552, 555, 618, 658, 674, 1105, 2017, 2018	MCS Personal Property Notice (Client Specific)	P-120	22
Clients 2091	Inventory List	P-121	23
Client 553	Utilities Letter	P-147	24
Client 144 & 148 Properties Except for CA	Know Your Rights Letter	P-148	25-26
Client 144 & 148 Properties for CA	Know Your Rights Letter	P-150	27-30
Client 144 & 148	VPR Property Inspection Graffiti and Signage Certification	P-152	31
All Clients	HUD Property Inspection Report (HPIR)	P-162	32-36
All Clients	Washington HB2057 (For Washington Properties only)	P-164	37
Client 671, 681, & 691	** Client 671, 681, 691 Occupant Letter	P-169	38
Client 682	** Client 682 Occupant Letter (REO Properties Only)	I-141	39
All Clients	Abandoned Vehicle Removal	P-171	40

**** Personal Property Notices**

Client Number:	Notice and Form Name	Form ID#	Page #
Client 671, 681, & 691	Personal Property Evaluation	P-161	41-42

This document does not create or reflect a contract of any kind, including an employment contract or employment relationship with MCS. The contractor and any individuals or entities engaged by contractor using this document remain solely responsible for determining the manner and means of completing the services necessitating its use. Contractor acknowledges and agrees that it is an independent contractor of MCS that it is not an employee of MCS, and individuals and entities engaged by contractor to provide service are not MCS employees.

NO TRESPASSING



In Case of Emergency, Vandalism
or City Ordinance Violations

Please contact:

Mortgage Contracting Services

813-387-1100

866-563-1100

Please contact us if you need to report a problem. If you leave a message please describe the problem and include the full property address.

MCS is unable to provide any information regarding the sale or rental of this property.

Work Order # _____

All Clients except 144 & 148

Revised 08/12/2020

Form P-101

Post notice on all securing work orders. Place in front window (if front window is not available post on front door).

**For Client 511, post on all properties determined vacant. Post on all Initial REO Services and Eviction work orders. For Continuing REO Services check for the notice and post as needed.



Notice in Case of Emergency

This property has been secured and is being maintained by Mortgage Contracting Services (MCS) contractors on behalf of the mortgage servicer, JPMorgan Chase Bank, N.A. Please contact the following if maintenance is needed at this property. Provide the correct property address and zip code when contacting either the MCS or JPMorgan Chase.

Thank you.

Maintenance Company: Mortgage Contracting Services

Phone Number: 866-563-1100

JPMorgan Chase Bank, N.A.

Phone: (888) 310-1506

Email: property.preservation@jpmchase.com

Fax: (614)300-1983

Mailing address:

JPMorgan Chase Bank, N.A.

Property Preservation

P.O. Box 247973

Columbus, OH 43224-7973

The securing notification is to be used when the property is secured. This is the contact notice in the event anything needs to be addressed at the property. Place in the front window.





Maine H.P. 1407

Pursuant to 14 MRSA 6327, until foreclosure and sale is complete the property owner or occupant authorized by the owner has the right to possession. The property owner or occupant authorized by the owner has the right to request that any locks installed by the mortgage servicer or its designee be removed within 24 hours and replaced with new locks accessible by the property owner or occupant authorized by the owner only.

The toll free twenty-four hour number is provided below so that the property owner or occupant authorized by the owner may call in order to gain timely entry, which entry will be provided no later than the next business day.

Mortgage Contracting Services toll free twenty-four hour number:
1-877-865-1512

Property Owner(s) may have the right to participate in foreclosure mediation. Maine Department of Professional and Financial Regulation, Bureau of Consumer Credit Protection Foreclosure Prevention Hotline:
1-888-664-2569



NO TRESPASSING



In Case of Emergency, Vandalism
or City Ordinance Violations
Please contact:

Mortgage Contracting Services

813-387-1100

866-563-1100

Please contact us if you need to report a problem. If
you leave a message please describe the problem
and include the full property address.

MCS is unable to provide any information regarding
the sale or rental of this property.

Work Order # _____

Address, City, Zip Code: _____

Servicer: US Bank National Association

Contact for Property Maintenance: Mortgage Contracting Services, LLC.

Authorized by US Bank National Association to field inquiries as to property maintenance concerns.

Clients 671, 681, & 691

Revised 04/27/2022

Form P-172

Post notice on all securing work orders for NY Properties Only. Place in front window (if front window is not available post on front door).



Pre-Eviction Inspection

Work Order #	Customer # and Loan #	
Date of Pre-Eviction Inspection	Date/Time of Eviction	
Address		
City	State	Zip

What is the Occupancy Status?	<input type="checkbox"/> Occupied	<input type="checkbox"/> Vacant
How was occupancy determined?	<input type="checkbox"/> Direct Contact <ul style="list-style-type: none"> <input type="checkbox"/> With Borrower <input type="checkbox"/> With Neighbor <input type="checkbox"/> With Mail Carrier <input type="checkbox"/> With HOA/Property Manager/Guard <input type="checkbox"/> Other: _____ <input type="checkbox"/> Meter <input type="checkbox"/> Visual Observation <input type="checkbox"/> Property is Listed "For Sale" <input type="checkbox"/> Other: _____	
	Comments: <hr/> <hr/> <hr/>	
If occupancy determination selected above was "visual", a minimum of 2 conditions must be selected	<p style="text-align: center;"><u>Occupied</u></p> <input type="checkbox"/> Personals Present <input type="checkbox"/> Chimney Smoke <input type="checkbox"/> Holiday Decorations <input type="checkbox"/> Pets Present <input type="checkbox"/> Utilities On <ul style="list-style-type: none"> • Water <input type="checkbox"/> On <input type="checkbox"/> Off Reading: _____ • Gas <input type="checkbox"/> On <input type="checkbox"/> Off Reading: _____ • Electric <input type="checkbox"/> On <input type="checkbox"/> Off Reading: _____ 	<p style="text-align: center;"><u>Vacant</u></p> <input type="checkbox"/> Un-Manicured Lawn <input type="checkbox"/> Unsecured Doors/Windows <input type="checkbox"/> Excessive Exterior Debris <input type="checkbox"/> Dilapidated Property <input type="checkbox"/> Signs of Vandalism <input type="checkbox"/> Utilities Off <ul style="list-style-type: none"> • Water <input type="checkbox"/> Off • Gas On <input type="checkbox"/> Off • Electric <input type="checkbox"/> Off

	<input type="checkbox"/> Activity in/on Property <input type="checkbox"/> Vehicles Present <input type="checkbox"/> Lawn Maintained <input type="checkbox"/> Sprinkler System On <input type="checkbox"/> Full Garbage/Recycle Bins at Curb of Property <input type="checkbox"/> Mail Maintained	<input type="checkbox"/> Boarded Windows <input type="checkbox"/> Vagrants Present <input type="checkbox"/> Fire Damage <input type="checkbox"/> Violation Postings <input type="checkbox"/> Old Newspaper Piles <input type="checkbox"/> Low Mail Quantity	
Is house locked or secured?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Identity and status of the occupant (if ascertainable)	Name: _____ Phone: _____	Status of Occupant <input type="checkbox"/> Mortgagor <input type="checkbox"/> Tenant <input type="checkbox"/> Other: _____	
Is the grass mowed/maintained?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If no, how tall is the grass?	<input type="checkbox"/> Under 1 foot	<input type="checkbox"/> Over 1 foot	
Are the shrubs trimmed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Does the house appear to contain personal property and/or debris?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Is there a For Sale sign on this property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If yes, please provide the following information:	Realtor Company Name	Realtor Name	Phone Number
If "yes" is answered to any of the questions below, a damage report must be uploaded within 24 hours along with 7 photos of each damage.			
Is there any damage apparent from the exterior?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Is any exterior glass broken?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Are any doors or windows boarded?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

If the inspection indicates that a property is occupied, the Vendor should attempt to verify the identify of the occupant(s).

If it is not clear whether a property is occupied, the Vendor should review such occupancy indicators such as (I) checking utility meters to determine if they are on (II) contacting the listing broker if there is a for sale or rent sign on the property (III) observing general maintenance and (IV) speaking to neighbors. A drive-by inspection alone is not acceptable evidence of occupancy or vacancy. Photo Documentation to support the occupancy determination, condition of the property, and damages must be provided along with a signed and dated pre- eviction inspection report.

Contractor's Signature _____

Date _____

EVICTION FORM

Work Order#	Eviction Date:	Eviction Time:
Name		
Address		
City	State	Zip
Deputy/Marshal Name	Badge #	Phone #
Arrive Time AM / PM	Departure AM/ PM	
Contractor Signature	Date	

Unless documented, do not exceed HUD guidelines of 3-4 men for a town house or condo; no more than 6 men for a single family detached dwelling.

Number of Men Present at Eviction	Number of Additional Men to Assist	Date
Reason for additional Men (Signature required if requested by Deputy / Marshal)	<input type="checkbox"/> Deputy/ Marshal requires _____ # of men	<input type="checkbox"/> Additional men required due to quantity of personals and/or debris present

Number of Men Present at Post Eviction	Number of Additional Men to Assist	Date

Debris Removal Detail	# of Men	Start Time/ Stop Time	Date Completed
Eviction Debris Removal			
Post Eviction Debris Removal			
Other Debris Removed if required by Sheriff			

If additional services exceed or differ from HUD guidelines due to the request of the Deputy / Marshal, documentation and signatures are required in the sections below.

Service	Quantity	Location
Lock Change		
Openings Boarded		

LAW ENFORCEMENT ORDERED ADDITIONAL SERVICES TO BE PERFORMED IN SECURING THE PROPERTY

- The law enforcement official conducting the eviction has ordered personal property and/or debris be left on the premises in an area adjacent to a public right-of-way for a period of _____ hours. Upon the expiration of said period, the property must be removed and disposed of in a lawful manner. A second trip to the premises is required.

Deputy/Marshal Signature _____ Date _____

LAW ENFORCEMENT ORDERED DELAY IN REMOVAL OF DEBRIS AND/OR PERSONAL PROPERTY

- The law enforcement official conducting the eviction has ordered personal property and/or debris be left on the premises in an area adjacent to a public right-of-way for a period of _____ hours. Upon the expiration of said period, the property must be removed and disposed of in a lawful manner. A second trip to the premises is required.

Deputy/Marshal Signature Date

LAW ENFORCEMENT ORDERED IMMEDIATE REMOVAL OF DEBRIS

- The law enforcement official conducting the eviction has required all interior____exterior____ debris and/or interior____ exterior____ hazards to be removed from the premises and ordered they be immediately removed and disposed of in a lawful manner. *(Check the applicable type(s))*

Deputy/Marshal Signature Date

EVICTION CONFIRMATION

This property is now vacant and the work performed has been completed in conjunction with eviction proceedings.

Deputy/Marshal Signature Date

- If the deputy/marshal declines to sign this form, please mark this box and sign below.

VENDOR EVICTION CONFIRMATION

The deputy/marshal declined to sign this form. As the vendor overseeing this work order, I affirm that the information is truthful and accurate.

Name Date

Additional Comments:

WARNING

DO NOT USE PLUMBING SYSTEM

THE WATER HAS BEEN SHUT OFF TO PREVENT FREEZE DAMAGE

- **DO NOT TURN ON WATER TO THE PROPERTY**
- **DO NOT CONNECT POWER TO THE HOT WATER HEATER**
- **DO NOT USE SINKS, TOILETS, OR ANY OTHER FIXTURES**

PROPERTY WAS WINTERIZED ON ____/____/____

BY:_____

PLEASE CONTACT MORTGAGE CONTRACTING SERVICES, LLC IF YOU NEED TO REPORT A PROBLEM. PLEASE MAKE SURE YOU HAVE THE CORRECT ADDRESS AND ZIP CODE FOR THIS PROPERTY WHEN CONTACTING US AT 813-387-1100, 866-563-1100, OR FOR HEARING IMPAIRED DIAL 7-1-1.

All Clients

Revised 04/23/20178

Form P-102

Post in front window (or front door, if window is not available)



WARNING

This property has been winterized. **DO NOT** turn on water; connect electricity to the water heater or use sinks and/ or toilets. Hot water tank(s) need to be refilled before energizing.

Date: _____

Freeze Damage Found: () Yes () No

Please contact Mortgage Contracting Services, LLC if you need to report a problem. Please make sure that you have the correct address and zip code for this property when contact us at (813) 387-1100, 866-563-1100, or for hearing impaired dial 7-1-1.

Contractor does NOT have sale/ rental information.

Service performed: _____

- Meter Disconnect: () Yes () No
- Lines Blown: () Yes () No
- Kitchen Trap Replaced: () Yes () No
- Tank Drained: () Yes () No

Vendor #: _____

Work Order #: _____

Form P-102a



WARNING

This property has been winterized. **DO NOT** turn on water; connect electricity to the water heater or use sinks and/ or toilets. Hot water tank(s) need to be refilled before energizing.

Date: _____

Freeze Damage Found: () Yes () No

Please contact Mortgage Contracting Services, LLC if you need to report a problem. Please make sure that you have the correct address and zip code for this property when contact us at (813) 387-1100, 866-563-1100, or for hearing impaired dial 7-1-1.

Contractor does NOT have sale/ rental information.

Service performed: _____

- Meter Disconnect: () Yes () No
- Lines Blown: () Yes () No
- Kitchen Trap Replaced: () Yes () No
- Tank Drained: () Yes () No

Vendor #: _____

Work Order #: _____

Form P-102a



WARNING

This property has been winterized. **DO NOT** turn on water; connect electricity to the water heater or use sinks and/ or toilets. Hot water tank(s) need to be refilled before energizing.

Date: _____

Freeze Damage Found: () Yes () No

Please contact Mortgage Contracting Services, LLC if you need to report a problem. Please make sure that you have the correct address and zip code for this property when contact us at (813) 387-1100, 866-563-1100, or for hearing impaired dial 7-1-1.

Contractor does NOT have sale/ rental information.

Service performed: _____

- Meter Disconnect: () Yes () No
- Lines Blown: () Yes () No
- Kitchen Trap Replaced: () Yes () No
- Tank Drained: () Yes () No

Vendor #: _____

Work Order #: _____

Form P-102a



WARNING

This property has been winterized. **DO NOT** turn on water; connect electricity to the water heater or use sinks and/ or toilets. Hot water tank(s) need to be refilled before energizing.

Date: _____

Freeze Damage Found: () Yes () No

Please contact Mortgage Contracting Services, LLC if you need to report a problem. Please make sure that you have the correct address and zip code for this property when contact us at (813) 387-1100, 866-563-1100, or for hearing impaired dial 7-1-1.

Contractor does NOT have sale/ rental information.

Service performed: _____

- Meter Disconnect: () Yes () No
- Lines Blown: () Yes () No
- Kitchen Trap Replaced: () Yes () No
- Tank Drained: () Yes () No

Vendor #: _____

Work Order #: _____

Form P-102a





Deed-In-Lieu Checklist

1. Is the property in broom swept condition? (i.e. property vacuumed, counters wiped, bathrooms cleaned, no debris or personals present, etc.)

Yes No

If no, why not? _____

2. Is there any debris remaining (interior or exterior)?

Yes No

If yes, describe: _____

3. Are there any personals present? (interior or exterior)?

Yes No

If yes, describe: _____

4. Are there any damages at the property? (i.e. roof, mold, plumbing, flood, fire, health and safety hazards, etc.)?

Yes No

If yes, describe: _____

5. Have the grass, trees and shrubs recently been cut/trimmed and they are not touching the house?

Yes No

If no, describe work to be performed: _____

6. Are all built in appliances and fixtures on site (i.e. refrigerator, stove, dishwasher, hot water heater, A/C, furnace, etc.)?

Yes No

If no, describe what is missing: _____

7. Which lock was changed at the property? List all changed.

8. Are all the windows, doors and points of entry secured?

If no, describe work to be performed: _____

9. Please advise if this is a PASS or FAIL Inspection.

Pass Broom swept and free of debris/personals yard maintained, appliances present and no damages.

Fail Debris or personals, damages, missing appliances, yard overgrown or property unsecured.



Preliminary Deed-In-Lieu Checklist

1. Are there any damages at the property?

Yes No

If yes, describe: _____

2. Are there any violations posted at the property?

Yes No

If yes, describe: _____

3. Are there any hazards or environmental issues at the property?

Yes No

If yes, describe: _____

4. Were photos taken of all rooms, attics, crawlspaces, and the exterior?

Yes No

Complete on all Preliminary Deed-in-Lieu Inspections. Upload as a PDF to the Legal Documents section of Vendor 360.

Winterization Checklist

It is important for each contractor to provide photo documentation which supports each step during the winterization process. Please remember to provide and illustrate in-depth photos which highlight each step on the Winterization Checklist. This will be required for all winterization orders.

Property Address: _____
Contractor that Performed the Winterization: _____

Date: ____ / ____ / ____

Broker Contacted, if REO? Yes / No
Broker Maintaining Utilities? Yes / No
of Units? _____
System Type? Dry / Steam / Radiant.

Utilities — Meter Reading

- Water: On / Off.
- Water: Well / City.
- Electric: On / Off.
- Gas: On / Off.

Property Frozen on Arrival? Yes* / No

- (*) If yes, provide a detailed description: _____

Document any pre-existing plumbing system and/or water damages to the property: _____

Disconnecting Water Supply

- Shut water off at curb.
- Install zip tie correctly on main shut off valve
- Water meter disconnected? Yes / No
- Main water line plugged? Yes / No
- Photo documentation of the above? Yes / No

Draining the System

- Shut off gas or electric to water heater.
- Drain water heater, outside or floor drain.
- Drain well or holding tanks, if applicable.
- Disconnect electrical wiring to well pump pressure switch, if applicable.
- Drain all toilet tanks and bowls.
- Photo documentation of all the above? Yes / No.

Blowing the Lines

- Close all faucets and valves.
- Attach compressor (5 gallon or 3.8 CFM).
- Build pressure to 35 PSI.
- Open one faucet valve at a time, hot then cold.
- Did air/water come out of every faucet/valve?
- Is all water out of the system? Yes / No.
- Photo documentation of all the above? Yes / No.

Pressure Test System

- All water is drained from system.

- Close all faucet and valves.
- Visible breaks in plumbing? Yes / No.
- Build pressure to 35 PSI.
- Pressure held for 30 Minutes? Yes / No*.

(*) If no, provide detailed description: _____

- Photo documentation of all the above? Yes / No.

Adding Anti-Freeze

- Add anti-freeze to all toilets, bowls and tanks
- Add anti-freeze to all sink P-traps
- Add anti-freeze to all shower and/or tub P-traps
- Add anti-freeze to all floor drains
- Add anti-freeze to dishwasher drain
- Photo documentation of all the above? Yes / No

Stickers

- Winterization sticker on all:

- Toilets.
- Tubs and showers.
- Water heater.
- Water meter.
- Dish washer.

- Sinks.
- ** 659 No winterization sticker on door. **
- Toilet wrap installed on toilets.
- Photo documentation of the above? Yes / No.

Follow Work Order Instruction If

- There is a fire suppression system.
- There is a lawn sprinkler system.
- There are unusual circumstances.
- Photo documentation of all the above? Yes / No.

In addition to all the above:

If Radiant or Steam Heating System

- Drain boiler.
- Loosen bleeder pins to allow draining.
- Drain expansion tank.
- Blow heating loops and radiator lines.
- Pressure test heating system.
- Winterization sticker on boiler.
- Glycol added to boiler and heating loops? Yes/No
- (*) If no, provide detailed description: _____





- Photo documentation of all the above? Yes / No.



Appliance Photo Checklist

Appliance	Present	Missing	Photo Taken	Notes
AC Unit				
Boiler				
Built-in Microwave				
Dishwasher				
Dryer				
Furnace				
Freezer				
Garbage Disposal				
HVAC				
Oven Range				
Radiator				
Range Hood				
Refrigerator				
Stove				
Sump Pump				
Washer				
Water Heater				

If any of the appliances listed above do not pertain to the property enter N/A. Be sure you are reporting accurately and the appliance is not missing. Upload a copy of the checklist into Vendor 360.

<p style="text-align: center;">Notice of Acknowledgement</p> <p>_____ has completed services at this property. During our visit on _____, we have acknowledged the property has been posted with code/city violations.</p> <p>_____ will make contact with all listed parties to address the violations that were issued. For further concerns, please contact us directly at MCS 813-387-1100, 866-563-1100, or for hearing impaired dial 7-1-1.</p> <p>Work Order # _____</p> <p style="text-align: center;">Form B-101</p> 	<p style="text-align: center;">Notice of Acknowledgement</p> <p>_____ has completed services at this property. During our visit on _____, we have acknowledged the property has been posted with code/city violations.</p> <p>_____ will make contact with all listed parties to address the violations that were issued. For further concerns, please contact us directly at MCS 813-387-1100, 866-563-1100, or for hearing impaired dial 7-1-1.</p> <p>Work Order # _____</p> <p style="text-align: center;">Form B-101</p> 
<p style="text-align: center;">Notice of Acknowledgement</p> <p>_____ has completed services at this property. During our visit on _____, we have acknowledged the property has been posted with code/city violations.</p> <p>_____ will make contact with all listed parties to address the violations that were issued. For further concerns, please contact us directly at MCS 813-387-1100, 866-563-1100, or for hearing impaired dial 7-1-1.</p> <p>Work Order # _____</p> <p style="text-align: center;">Form B-101</p> 	<p style="text-align: center;">Notice of Acknowledgement</p> <p>_____ has completed services at this property. During our visit on _____, we have acknowledged the property has been posted with code/city violations.</p> <p>_____ will make contact with all listed parties to address the violations that were issued. For further concerns, please contact us directly at MCS 813-387-1100, 866-563-1100, or for hearing impaired dial 7-1-1.</p> <p>Work Order # _____</p> <p style="text-align: center;">Form B-101</p> 

If a violation is present at the property, post notice on/next to violation.



Vacancy Certification

Date: _____

I, _____¹, am (circle one) an
employee/contractor/sub-contractor of _____².

I was personally upon the premises located at
_____³, on
_____⁴.

During the course of performing property preservation services, I personally made observations of the property which led me to determine that the above listed premises were not occupied by any natural person or persons.

Signed this _____ day of _____ under the pains and penalties of perjury.

Printed Name

Signature

¹ Name
² Name of Company
³ Street Address of property, city and state
⁴ Date of Initial Secure observations regarding vacancy

This sign is used for Clients 144 & 148. It must be 18"x24" and comply with all federal, state, & local ordinances and guidelines. The VPR sign must be bold, black, and legible from 45' from the front of the signage.

Submit before and after photos, as well as a photo demonstrating the location of the sign from the curb.



The posted should read:

THIS PROPERTY IS SERVICED BY CHASE
TO REPORT PROBLEMS OR CONCERNS CALL
CHASE: 888-310-1506
Hearing Impaired: 7-1-1
MORTGAGE CONTRACTING SERVICES, LLC: 877-865-1512

When requested on the work order, place notice in a front window so that the notice is visible and legible from the street.
Clients 140 & 148

Revised 08/12/2020

Form P-117

This sign is used for Clients 523, 524, 543, 548, 552, 618, & 1105. It must be 18"x24" and comply with all federal, state, & local ordinances and guidelines. The VPR sign letters must be bold, black, and legible from 45' from the front of the signage.

Submit before and after photos, as well as a photo demonstrating the location of the sign from the curb.



The posted should read:

THIS PROPERTY IS MANAGED BY MORTGAGE CONTRACTING SERVICES LLC
TO REPORT PROBLEMS OR CONCERNS CALL
MCS: 813-387-1100/866-563-1100 OR
LOCAL CONTACT: _____PHONE NO. _____

When requested on the work order, place notice in a front window so that the notice is visible and legible from the street.

Clients 523, 524, 543, 548, 552, 618, & 1105

Revised: 07/06/2022

Form P-137



30-DAY PERSONAL PROPERTY NOTICE

Date of Notice: _____

The personal property located on these premises has been removed and transported to a storage facility.

The personal property will be stored for 30 days. On _____, the items will be removed from storage and taken to a local disposal facility.

Please contact Mortgage Contracting Services at (866) 563-1100 or for Hearing Impaired dial 7-1-1, to make arrangements TODAY to pick up your personal property.

Thank you
Mortgage Contracting Services

Post notice when personals are removed from the property.



SunTrust Bank
1001 Semmes Avenue
WMRK 7093
Richmond, VA 23224
Tel 1.877.654.9211

Date: _____

RE: Property Address: _____

To Whom It May Concern:

Mortgage Contracting Services, LLC is authorized by SunTrust Bank to obtain information from utility companies and homeowner associations as well as activate utilities pertaining to the above referenced property.

Please provide information regarding utility accounts or homeowner association assessments as requested by Mortgage Contracting Services, LLC.

If you have any questions, please contact our Consumer Real Estate Collections department at 877.654.9211. Our business hours are 8:00 a.m. to 6:00 p.m., ET, Monday through Friday.

Sincerely,

Consumer Property Preservation
Consumer Real Estate Collections Department

**THIS IS AN IMPORTANT NOTICE
REGARDING YOUR OCCUPANCY OF THE PROPERTY**

Please be advised that JPMorgan Chase Bank, National Association (“Chase”), in its capacity as mortgage loan servicer and on behalf of the owner, completed a foreclosure proceeding or a deed in lieu transaction regarding the property located at _____ (the “Property”) and has retained Mortgage Contracting Services to assist with respect to the Property. For your information, it is contemplated that title to the Property will be conveyed to the U.S. Department of Housing and Urban Development (“HUD”).

**THIS IS NOT A NOTICE TO VACATE OR AN EVICTION NOTICE
BY THIS NOTICE YOU ARE NOT BEING EVICTED FROM THE PROPERTY**

NOTICE TO TENANTS

If you are a tenant or subtenant (if applicable) who rented the Property prior to the date the new owner acquired title to the Property, you may have the legal right to continue renting the Property under applicable law. If the new owner acquired title to the Property prior to January 1, 2015 and you also occupied the Property prior to that date, you may have the legal right to continue renting the Property under the federal Protecting Tenants at Foreclosure Act of 2009, as amended by the Mortgage Reform and Anti-Predatory Lending Act (part of the Dodd-Frank Wall Street Reform and Consumer Protection Act), which was in effect from May 20, 2009 through December 31, 2014. In addition, if you are a tenant or a subtenant of the Property and HUD regulations or any other federal law, or state or local law grants you the right to continue renting the Property, then you may continue renting the Property in accordance with, and to the extent permitted by, that law.

IMPORTANT NOTICE FOR SERVICEMEMBERS AND THEIR DEPENDENTS

If you or any occupant of your home are or recently were on active duty or active service, you may be eligible for benefits and protections under the federal Servicemembers Civil Relief Act (SCRA). This includes, among other things, protection from eviction. You also may be eligible for benefits and protections under state law or Chase policy. SCRA and state military benefits and protections also may be available if you are the dependent of an eligible servicemember.

Eligible service may include:

- Active duty with the Army, Navy, Air Force, Marine Corps, or Coast Guard, or
- Active service with the National Guard under a call to active service authorized by the President or the Secretary of Defense for a period of more than 30 consecutive days for purposes of responding to a national emergency declared by the President and supported by Federal funds, or



- Active service as a commissioned officer of the National Oceanic and Atmospheric Administration, or
- Active service as a commissioned officer of the Public Health Service, or
- Service by a citizen of the United States with the forces of a nation with which the United States is allied in a war or military action, or
- Service with the National Guard or a state militia under a state call to duty, or
- Any period when you are absent from duty because of sickness, wounds, leave, or other lawful cause.

If you are such a servicemember, or a dependent of such a servicemember, you should contact Chase toll free at (877) 584-3290, or (800) 582-0542 (TTY number) to discuss your status under the SCRA, other applicable law or Chase policy. Chase may ask you for a copy of your military orders, Form DD214, an authorized Department of Defense short form, a letter from the commanding officer or your social security number.

This document is not intended to cover all of the options you may have or provide you with legal advice. If you have any questions regarding your legal options or you need legal advice, you should consult with an attorney.

If you have any questions of Chase, please contact Chase toll free at (877) 584-3290 or (800) 582-0542 (TTY number). This letter is nonbinding. It does not create any rights or obligations between the parties. It is for information purposes only. Nothing contained in this document is intended as, or shall constitute, a waiver of any rights or remedies by JPMorgan Chase Bank, National Association or the owner of the Property.

Sincerely,

[Insert Name of Agent
Name of Vendor
Telephone Number
Facsimile Number
E-mail Address]



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REGARDING YOUR OCCUPANCY OF THE PROPERTY**

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IMPORTANT NOTICE FOR SERVICEMEMBERS AND THEIR DEPENDENTS

If you or any occupant of your home are or recently were on active duty or active service, you may be eligible for benefits and protections under the federal Servicemembers Civil Relief Act (SCRA). This includes, among other things, protection from eviction. You also may be eligible for benefits and protections under state law or Chase policy. SCRA and state military benefits and protections also may be available if you are the dependent of an eligible servicemember.

Eligible service may include:

- Active duty with the Army, Navy, Air Force, Marine Corps, or Coast Guard, or
- Active service with the National Guard under a call to active service authorized by the President or the Secretary of Defense for a period of more than 30 consecutive days for purposes of responding to a national emergency declared by the President and supported by Federal funds, or
- Active service as a commissioned officer of the National Oceanic and Atmospheric Administration, or
- Active service as a commissioned officer of the Public Health Service, or



- Service by a citizen of the United States with the forces of a nation with which the United States is allied in a war or military action, or
- Service with the National Guard or a state militia under a state call to duty, or
- Any period when you are absent from duty because of sickness, wounds, leave, or other lawful cause.

If you are such a servicemember, or a dependent of such a servicemember, you should contact Chase toll free at (877) 584-3290, or (800) 582-0542 (TTY number) to discuss your status under the SCRA, other applicable law or Chase policy. Chase may ask you for a copy of your military orders, Form DD214, an authorized Department of Defense short form, a letter from the commanding officer or your social security number.

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If you have any questions of Chase, please contact Chase toll free at (877) 584-3290 or (800) 582-0542 (TTY number). This letter is nonbinding. It does not create any rights or obligations between the parties. It is for information purposes only. Nothing contained in this document is intended as, or shall constitute, a waiver of any rights or remedies by JPMorgan Chase Bank, National Association or the owner of the Property.

Sincerely,

Name of Agent
Name of Vendor
Telephone Number
Facsimile Number
E-mail Address



EXHIBIT A

The following California cities have enacted just cause for eviction ordinances:

Any person that has questions regarding their legal rights should consult with an attorney.

- **Berkeley:** Berkeley Rent Stabilization and Eviction for Good Cause Ordinance

Information regarding the Berkeley Stabilization and Eviction for Good Cause Ordinance is available from the Berkeley Rent Stabilization Board located at 2125 Milvia Street, Berkeley, CA 94704; Telephone: (510) 981-7368; website: www.ci.berkeley.ca.us/rent.

- **Beverly Hills:** Beverly Hills Rent Stabilization Ordinance

Information regarding the Beverly Hills Rent Stabilization Ordinance is available from the Beverly Hills Rent Information Office located at 455 North Rexford Drive, Beverly Hills, CA 90210; Telephone: (310) 285-1031; website: www.ci.beverly-hills.ca.us/rent.

- **East Palo Alto:** East Palo Alto Rent Stabilization and Just Cause for Eviction Ordinance

Information regarding the East Palo Alto Rent Stabilization and Just Cause for Eviction Ordinance is available from the East Palo Alto Rent Stabilization Board located at 2415 University Avenue, East Palo Alto, CA 94303; Telephone: (650) 853-3157; website: <http://www.ci.east-palo-alto.ca.us/housingdiv/rent.html>.

- **Glendale:** Glendale Just Cause Eviction Ordinance

Information regarding the Glendale Just Cause Eviction Ordinance is available from the Glendale Housing Division located at 141 North Glendale Avenue, Suite 202, Glendale, CA 91206; Telephone: (818) 548-3936; website: www.ci.glendale.ca.us.

- **Hayward:** City of Hayward Residential Rent Stabilization Ordinance

Information regarding the City of Hayward Residential Rent Stabilization Ordinance is available from the City of Hayward Rent Review Office located at 777 B Street, 4th Floor, Hayward, CA 94541; Telephone: (510) 583-4454; website: www.ci.hayward.ca.us.

- **Los Angeles:** City of Los Angeles Rent Stabilization Ordinance and Foreclosure Eviction Ordinance

Information regarding the City of Los Angeles Rent Stabilization Ordinance and Foreclosure Eviction Ordinance is available from the Los Angeles Housing Department located at 1200 W. 7th Street, First Floor, Los Angeles, California, 90017; Telephone: (866) 577-RENT (7368); website: <http://lahd.lacity.org/>.

- **Maywood:** City of Maywood Just Cause and Retaliatory Evictions Ordinance

Information regarding the City of Maywood Just Cause and Retaliatory Evictions Ordinance is available in the City of Maywood Municipal Code; www.cityofmaywood.com.

- **Oakland:** City of Oakland's Residential Adjustment Program Ordinance, Just Cause for Eviction Ordinance (Measure EE), and Tenant Protection Ordinance

Information regarding the City of Oakland's Residential Rent Adjustment Program Ordinance, Just Cause for Eviction Ordinance (Measure EE), and Tenant Protection Ordinance is available from the City of Oakland's Rent Program located at 250 Frank J. Ogawa Plaza, Suite 5313, Oakland, CA 94612; Telephone (510) 238-3721; website: www.oaklandnet.com (as of October 2007). If you have any questions about your tenancy of the property, or your rights or obligations in this situation, you may contact the Oakland City Attorney's Office at (510) 238-6628. You can also contact representatives of East Bay Community Law Center, 2921 Adeline Street, Berkeley, CA 94703 (510) 548-4040 or Centro Legal De La Raza, 2501 International Blvd., Oakland, CA 94601 (510) 437-1554.

EXHIBIT A

The following California cities have enacted just cause for eviction ordinances:

Any person that has questions regarding their legal rights should consult with an attorney.

- **Palm Springs:** City of Palm Springs Rent Control

Information regarding the City of Palm Springs Rent Control is available from the City of Palm Springs Rent Review Commission located at 3200 East Tahquitz Canyon Way, Palm Springs, CA 92262; Telephone: (760) 778-8465; website: www.ci.palm-springs.ca.us.

- **Richmond:** City of Richmond's Eviction Control on Residential Property in Foreclosure Ordinance

Information regarding the City of Richmond's Eviction Control on Residential Property in Foreclosure Ordinance is available from the Richmond's Planning and Building Department located at 450 Civic Center Plaza, Richmond, CA 94804; Telephone: (510) 620-6706; website: www.ci.richmond.ca.us.

- **San Diego:** City of San Diego Tenants' Right to Know Regulations

Information regarding the City of San Diego Tenants' Right to Know Regulations is available in the City of San Diego Municipal Code §§ 98.0701 through 98.0760.; website: www.ci.san-diego.ca.us.

- **San Francisco:** City of San Francisco Residential Rent Stabilization and Arbitration Ordinance

Information regarding the City of San Francisco Rent Stabilization and Arbitration Ordinance is available from the City of San Francisco Residential Rent Stabilization and Arbitration Board located at 25 Van Ness Avenue, Suite 320, San Francisco, California 94102; Telephone: (415) 252-4602 and (415) 252-4600 (recorded information); website: www.ci.sf.ca.us/rentbd.

- **Santa Monica:** City of Santa Monica Rent Control Charter Amendment

Information regarding the City of Santa Monica Rent Control Charter Amendment is available from the Santa Monica Housing Department located at 1685 Main Street, Santa Monica, CA 90401; Telephone: (310) 458-8751; website: www.ci.santa-monica.ca.us/rentcontrol

- **Thousand Oaks:** City of Thousand Oaks Rent Stabilization Ordinance

Information regarding the City of Thousand Oaks Rent Stabilization Ordinance is available from the City of Thousand Oaks Housing Redevelopment & Economic Division located at 2100 Thousand Oaks Boulevard, Civic Arts Plaza, 2nd Floor, Suite B, Thousand Oaks, CA 91362; Telephone: (805) 449-2393; website: www.ci-thousand-oaks.ca.us.

- **West Hollywood:** City of West Hollywood Rent Stabilization Ordinance

Information regarding the City of West Hollywood Rent Stabilization Ordinance is available from the West Hollywood Department of Rent Stabilization and Housing Department located at 8300 Santa Monica Boulevard, First Floor, West Hollywood, CA 90069; Telephone: (323) 848-6450; website: www.ci.west-hollywood.ca.us or www.weho.



<u>To be completed by JPMC:</u>
• Property Address:
• Loan Number:
• Date of Receipt:

PROPERTY INSPECTION

GRAFFITI AND SIGNAGE CERTIFICATION

I, [name] _____, hereby certify as follows:

1. I am a contractor of [company] **Mortgage Contracting Services**.
2. On [date] _____, I performed an exterior inspection of the property located at [address] _____.
3. On the above date, I found no visible, unauthorized markings (“graffiti”) on the exterior of any structure or object on the property.
4. In addition, on the above date, I verified:
 - a. That a sign listing the name, address, and emergency contact number of the property management company was posted on the property,
 - b. That the sign was at least [dimensions] _____ in size, and
 - c. That the sign was visible from a street or sidewalk abutting the property.

Printed Name

Date

Signature

HUD PROPERTY INSPECTION REPORT

1. Date of Assignment:	2. Date of Inspection:	3. FHA Case No.	4. Is property Vacant?
5. Inspector's Name:		6. Property Type:	
7. PROPERTY ADDRESS (Include Zip Code):		6a. Bedrooms:	Attached Garage:
		Baths:	Carport:
		Story:	Detached Garage:
		6b. Foundation:	
8. If Lock box is installed, provide code here:		9a. Name & address of Condominium/Subdivision: (If applicable):	
Key Code <input type="text"/>		9b. Name & address of HOA (If applicable):	
Lock Box Code <input type="text"/>			
Gate Code <input type="text"/>		HOA Contact:	
Serial Number <input type="text"/>		Telephone:	
10. Pre-Conveyance Activities by Mortgagee			
a. Did Lender complete initial Securing of the property?		c. Is lawn maintenance acceptable?	
b. Did Lender properly and adequately winterize the property? (Refer to 15(l) for details).		d. Is property in broom-swept condition?	

PART I: 11. CONDITIONS FOR CONVEYANCE

Item Conveyance Condition Questionnaire	Repair/Replace estimate for items		
	Item Description	Item Condition	Estimate
a. Is Heating or Air-conditioning required per local occupancy/code standards?	Cooling/Air-Conditioner		\$
	Heating/Furnace		\$
	HVAC System duct		\$
b. Is there physical evidence of adequate electrical supply for lighting & appliances?	Electrical Wirings		\$
	Other		\$
c. Are all built-in appliances (range/oven, dishwasher) missing or severely damaged?	Stove/Range/Oven		\$
	Kitchen Cabinets		\$
	Other		\$
d. Is there physical evidence of adequate water supply?	Plumbing		\$
	Sink		\$
	Other		\$
Is Hot water heater missing or severely damaged?	Water Heater		\$
e. Do sanitary facilities (i.e. toilet, septic system) appear operational?	Sewer/Septic system		\$
	Toilet		\$
	Other		\$
f. Does roof have active roof leaks?	Roof		\$
If "Yes" did you find damage resulting from roof leaks?	Roof Leak damage locations:		\$
Is property structurally sound?	If "No" Explain/Describe & estimate cost of repair:		\$

g. Is structure free from hazards that may adversely affect health and safety?	List Internal hazard Location & Removal cost:	\$
	List External hazard Location & Removal cost:	\$
12. Did you provide date-stamped photos?	Total Cure Cost	\$
13. ADDITIONAL CONVEYANCE CONDITION (Please provide additional comments if necessary)		
a. Is property damaged? (Refer to Section 11 above for details)		
b. Evidence of Mortgagee neglect resulting in property damage? (please provide details)		
c. Is property damaged by Fire, Flood, Hurricane, Tomado, Earthquake or Boiler Explosion?		
d. Do you observe visible evidence of Mold, excessive wetness or standing water?		
14. Post-Conveyance Activities by FSM		
a. New locks installation ordered?	d. Window locks ordered to be replaced?	
b. Existing locks ordered to be keyed?	e. Lawn & Shrubs ordered to be cut & trimmed?	
c. Glass panes ordered to be replaced?	f. Is exterior ordered to be cleaned up?	
PART II: 15. INITIAL INSPECTION REPORT (Please provide additional comment if necessary)		
SECURING PROPERTY (INCLUDING POOL & SPA)		FLOORING
a. Is property located in a Hot Zone? Approved Boarding? Non-Approved Boarding?	k. Any stained carpet with feces or urine? Buckle, hole or trip hazard on floor? If yes, photos & locations provided?	
b. All locks changed to proper HUD key? House secured (All doors & windows)? Garage secured? Outbuildings secured? How many lock boxes installed? How many door knob sets installed? How many deadbolts installed?	WINTERIZATION	
c. Is there a pool (In/Above ground) on site? Is pool secured per HUD's specs? Is pool fencing intact?	i. Is property winterization acceptable? Water lines/distribution piping drained? Is meter disconnected? Is water turned off at curb? (mandatory) Is main water feed line plugged? Is well and well tank drained? Are toilets taped down? Are dated winterization signs posted? Are any visible problems noted? If required (local code), is RPZ valve installed?	

<p>Are pool gates secured?</p> <p>Is there a hot tub/spa?</p> <p>If Yes, is it secured?</p> <p>Is the pool drained?</p>	<p>Heating system filled with non-toxic anti-freeze?</p> <p>Is heat on and running?</p> <p>Is water heater drained?</p>
BOARDING UP	ROOF
<p>d. Any broken windows or windowpanes?</p> <p>If Yes, how many?</p> <p>List location & size of broken Windows.</p> <p>Are windows boarded per HUD Regulations?</p> <p>Has all broken glass been removed?</p> <p>How many doors are boarded?</p> <p>Is Hatchway/Cellar area boarded?</p> <p>Are there any cracked windows?</p>	<p>m. Is roof surface damaged?</p> <p>Has roof been tarped/patched/repared?</p> <p>Needed emergency/preventative repairs?</p> <p>Any damages resulting from roof leak?</p> <p>State condition of downspouts:</p> <p>State overall condition of the roof:</p> <p>Damages/defects to deck/patio?</p> <p>Visible damages/defects to chimney?</p>
DEBRIS REMOVAL	SUMP PUMPS (FLOODING?)
<p>e. Is debris or other hazard in interior of property?</p> <p>If Yes, describe items & list locations:</p>	<p>n. Is sump pump on site?</p> <p>If Yes, is the power on?</p> <p>If Yes, is sump pump operational?</p> <p>If No, is basement/crawl space flooded?</p> <p>If Yes, how much water in basement/crawl space?</p> <p>Where did water come from?</p> <p>List damages, if any, due to flooding:</p>
<p>f. Any personal property in interior of property?</p> <p>If Yes, describe items & list locations:</p>	
<p>g. Is debris/other hazard in exterior of property?</p> <p>If Yes, describe items & list locations:</p>	
<p>h. Any abandoned vehicle or vehicles on site?</p> <p>If Yes, describe items & list locations:</p>	
INTERIOR & EXTERIOR WALLS	INITIAL YARD MAINTENANCE
<p>i. Are there any interior wall covering damages?</p>	<p>o. Landscape/yard properly maintained?</p>

<p>Is graffiti painted anywhere on the property?</p> <p>Any "VIOLATION" notice posted on site?</p>	<p>Is the lawn cut (typically $\leq 6"$)?</p> <p>Tree limbs trimmed away from house?</p> <p>All hazardous dead trees removed?</p>
--	--

16. Lead-Based paint consideration

<p>a. Property built before 1978?</p> <p>If Yes, is there evidence of paint surface peeling, cracking, scaling or chipping?</p>	<p>c. If Yes, list location/description:</p>
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PART III: 17. PROPERTY CONDITION REPORT (Please provide photos, comments and/or additional sheets if necessary)

Item Description	Item Condition	Item Functionality (for PCR use only)	Describe how func. Is Determined/Test Notes
Cooling/Air-Conditioner		Is HVAC tested and functional?	
Heating/Furnace			
HVAC System Duct			
Electrical Wirings		Is Electric supply tested and functional?	
Other			
Other			
Stove/Range/Oven		Are built-in appliances tested and functional?	
Kitchen Cabinets			
Other			
Plumbing		Is water supply tested and functional?	
Sink			
Other			
Water Heater		Water heater functional?	
Sewer/Septic system		Sanitary & plumbing system functional?	
Toilet			
Other			
Roof		If roofing in acceptable condition?	
Other			



Washington HB2057

Pursuant to RCW 7.28.230, until foreclosure and sale is complete the property owner or occupant authorized by the owner has the right to possession. The property owner may have the right to participate in foreclosure mediation pursuant to RCW 61.24.163. The property owner or occupant authorized by the owner has the right to request that any locks installed by the mortgage servicer or its designee be removed within 24 hours and replaced with new locks accessible by the property owner or occupant authorized by the owner only.

The toll free twenty-four hour number is provided below so that the property owner or occupant authorized by the owner may call in order to gain timely entry, which entry will be provided no later than the next business day.

Mortgage Contracting Services toll free twenty-four hour number: 1-877-865-1512

Washington Foreclosure Hotline: 1-877-894-4663



DATE: _____

**IMPORTANT NOTICE REGARDING YOUR
OCCUPANCY OF THE PROPERTY**

(THIS IS NOT A NOTICE TO VACATE)

Dear Occupant(s):

Please be advised that U.S. Bank has completed a foreclosure action involving the property you are currently occupying at: _____.

The purpose of this notice is to advise you of certain rights and options that may be available to you:

IMPORTANT NOTICE TO TENANTS:

If you are a tenant of the property, you may be entitled to certain legal rights and protections. These protections are applicable to existing specific federal and state law. If you have an existing lease, please forward to RLPEvictions@usbank.com.

**IMPORTANT NOTICE TO SERVICEMEMBERS
AND THEIR DEPENDENTS:**

PROTECTIONS UNDER THE SERVICEMEMBERS CIVIL RELIEF ACT

If you are a service member or a dependent of a service member, you may be entitled to certain legal rights and protections, including protection from eviction, pursuant to the Service members Civil Relief Act (the SCRA) as amended and, possibly, certain related state statutes. For additional information or assistance, please contact U.S. Bank toll free at 855.894.5401 to discuss your status under the SCRA.

This document is not intended to cover all of the options you may have. If you have any questions regarding your legal options, you should consult with an attorney.

This letter is nonbinding. It does not create any rights or obligations between the parties. It is merely a statement of various options that may be available to you. Nothing contained in this document is intended as, or shall constitute, a waiver of any rights or remedies by U.S. Bank.

If you have questions or require additional information, please contact U.S. Bank directly at 800.365.7900.

Sincerely,

Property Preservation
800.365.7900



DATE: _____

**IMPORTANT NOTICE REGARDING YOUR
OCCUPANCY OF THE PROPERTY**

(THIS IS NOT A NOTICE TO VACATE)

Dear Occupant(s):

Please be advised that U.S. Bank National Association (U.S. Bank) has completed a foreclosure action involving the property you are currently occupying at: _____
_____.

The purpose of this notice is to advise you of certain rights and options that may be available to you:

IMPORTANT NOTICE TO TENANTS:

If you are a tenant of the property, you may be entitled to certain legal rights and protections. These protections are applicable to existing specific federal and state law. If you have an existing lease, please forward to REOccupantLetter@usbank.com.

**IMPORTANT NOTICE TO SERVICEMEMBERS
AND THEIR DEPENDENTS:**

PROTECTIONS UNDER THE SERVICEMEMBERS CIVIL RELIEF ACT

If you are a servicemember or a dependent of a servicemember, you may be entitled to certain legal rights and protections, including protection from eviction, pursuant to the Servicemembers Civil Relief Act as amended (the SCRA) and, possibly, certain related state statutes. For additional information or assistance, please contact U.S. Bank toll free at 800.934.9555 to discuss your status under the SCRA.

This document is not intended to cover all of the options you may have. If you have any questions regarding your legal options, you should consult with an attorney.

This letter is nonbinding. It does not create any rights or obligations between the parties. It is merely a statement of various options that may be available to you. Nothing contained in this document is intended as, or shall constitute, a waiver of any rights or remedies by U.S. Bank.

If you have questions or require additional information, please contact U.S. Bank directly at 833.770.4046. Please note that this line will ask you to leave a voicemail with your name, number, and full property address.

Sincerely,

Real Estate Owned Department
833.770.4046

Client 682

08/11/2020

Form I-141

Post on the front door of all REO properties.



ABANDONED VEHICLE NOTICE

IF THIS VEHICLE IS NOT REMOVED IT WILL BE DEEMED ABANDONED

YEAR _____ **MAKE** _____ **COLOR** _____ **MODEL** _____

LICENSE PLATE _____ **VIN** _____

THIS NOTICE AFFIXED ON _____ **AT** _____ **AM/PM**

This vehicle is considered to be abandoned and will be towed if not moved promptly.

NOTE

Please contact Mortgage Contracting Services (MCS) at (813) 387-1100 or (866) 563-1100 if you have any questions concerning the vehicle. Please have the correct address and zip code of the property where the vehicle is located when contacting MCS.

MCS Work Order _____

Personal Property Evaluation

Photos are required with anything listed within this form

Property Address	No Personal Property	Date Prepared:	
Street:		Contractor's First Name:	
City: State: Zip:		Contractor's Last Name:	

Furniture		
Description and Condition	Location	Est. Value
Sub Total:		\$

Tools		
Description and Condition	Location	Est. Value
Sub Total:		\$

Outbuilding Contents		
Description and Condition	Location	Est. Value
	Sub Total:	\$

Vehicles, Boats, RVs, etc.		
Description and Condition	Location	Est. Value
	Sub Total:	\$

Other		
Description and Condition	Location	Est. Value
	Sub Total:	\$

Total	\$
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