

**503/504 LIQUIDATION**

**WRAP UP REPORT**

Place cursor inside boxes below and begin typing.

Borrower Name:	
Loan Number:	
CDC Name:	

**Liquidation Summary**

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**Borrower/Guarantor Status**

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**CDC Recommendation**

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Date:	
CDC Name:	
CDC Officer Title:	
CDC Officer Signature:	

## **503/504 LIQUIDATION**

### **WRAP UP REPORT**

#### **INSTRUCTIONS**

#### **General**

The wrap up report should be prepared and submitted to SBA to recommend the final resolution of a liquidation case immediately after disposition of recoverable collateral. If the CDC/SBA protective bid analysis concludes there is insufficient equity to support a protective bid, the wrap up report may be submitted to SBA prior to the foreclosure sale should no other recovery alternatives exist.

#### **Liquidation Summary**

Comments should briefly summarize the liquidation process from debenture purchase to wrap up. The summary should include a discussion of collateral disposition and any remaining collateral that the CDC has determined is not cost-effective to pursue.

#### **Borrower/Guarantor Status**

Comments should include a discussion of all borrowers and guarantors including those released and those that remain legally obligated for the loan. The discussion should include a general estimate of recovery potential from each obligor including the basis for any determination that the debt is legally uncollectible. Also include name, address and TIN/SSN for each borrower/guarantor.

#### **CDC Recommendation**

This section should include the CDC's recommendation regarding charge off of the loan and how the guarantors should be handled, i.e., solicit compromise proposal, pursue judgment, refer to Treasury for collection, etc. It should be noted that SBA will only consider pursuing a judgment if there is a reasonable probability that the judgment will result in a monetary recovery. Otherwise, the borrower/guarantor(s) should be referred to Treasury for collection.