

LOAN CHECKLIST

The following information must be supplied by the borrower before their loan can be submitted.

- Where Your Down Payment is Coming From (purchase only)
Gift / Checking / Savings / Other (circle one)
\$ _____ (amount)
\$ _____ (amount)
- Last Two Years W-2's
- Last Two Years Personal Tax Return Filed with IRS (all schedules)
- Last Two Years Corporate Tax Returns Filed with IRS and YTD Profit and Loss/Balance Sheet (if self-employed)
- Thirty Days Current Pay Stubs (most recent)
- Two Months Most-Current Bank Statements for All Accounts (all pages)
- Investment Accounts/401K and Retirement Statements (most current, all pages include terms of withdraw or proof of liquidity)
- Home Owners Insurance Agent Name and Number
- Copy of Driver's License (if applicable)
- Green Card (only if non-citizen)
- Divorce Decree (if applicable)
- Child Support Order (if applicable)
- Bankruptcy Papers and Discharge Notice (if applicable)
- Copy of Mortgage Note (for subordinate financing- if applicable)
- Rental Agreements for All Properties Owned (if applicable)

- Copy of Mortgage Statement (for all properties- if applicable)
- Proof of Taxes and Insurance on All Properties (if not escrowed - if applicable)
- Purchase and Sales Agreement (purchase only)

Other(describe): _____

Other (describe): _____

VA LOANS

- Copy of DD214 (VA Loan)
- Certificate of Eligibility
- Statement of Service

IF RETIRED

- Social Security Award Letter
- Pension Award Letter
- Last Two Years 1099's

Questions? Contact us today. We're happy to help!