



## APPLICANT CHECKLIST

- Copy of your driver's license
- If not a US Citizen, copy of your Green Card or other Official Documentation.
- Two or more current pay stubs to equal one full month of pay history
- 2016 and 2017 W-2's or 1099
- 2016 and 2015 complete tax returns with all schedules (Personal and/or corporate) (If applicable – provide copy of payment made to IRS – contact us for details) \*\*If 2017 has been filed, please provide tax returns\*\*
- If retired, copy of your Social Security Awards letter, 1099's, and/or pension statements
- Two current months of bank statements on all accounts, INCLUDING ALL PAGES (FOR EXAMPLE; 1 OF 2, 2 OF 2.) NEED PAGES INTENTIONALLY LEFT BLANK
- Documentation of large deposits and large transfers (copies of cancelled checks)
- Current statement for any investment accounts, 401K's (with terms of withdraw), stocks, bonds or IRA's
- Current Mortgage statement and Insurance Declaration page, with yearly premium amount (if applicable)
- Copy of statements for HOA dues on all properties currently owned (if applicable)
- If you are selling your present residence, supply a copy of the signed contract
- Complete copy of your divorce decree, the final judgment, and Marital Settlement Agreement (if applicable)
- Copy of bankruptcy papers including evidence of discharge (if applicable)
- **If applying for a VA loan** while on active duty: Statement of Service Letter and Certificate of Eligibility
- **If applying for a VA loan** and not on active duty, copy of DD214 and Certificate of Eligibility
- **For REFINANCES:** Copy of the Survey, Homeowner's Insurance, Owners Title Policy, and Flood Insurance

**\*\*\* DO NOT OPEN ANY NEW DEBT WHILE WE ARE WORKING ON YOUR FINANCING\*\*\***

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