

Loan Application Checklist

Borrower's Information (Purchase Transaction)

- Legible Copy of Drivers' Licenses

Employment / Income

- Paycheck Stubs for the most recent 30 days
- W-2 Statements for the prior two years
- Federal Form 1040 Tax Returns for the prior two years – **ALL SCHEDULES**
- If Self Employed: Federal Business Tax Returns for the prior two years - **ALL SCHEDULES**

Assets / Bank Statements

- Most recent two months' statements from bank checking, savings money markets and retirement accounts – **PLEASE INCLUDE ALL PAGES**

Purchase Property Information

- Sales Contract with Addendums
- If Down Payment check has been given, provide copy of the cancelled check (back and front) and/or letter from the seller's attorney verifying the money is being held in escrow
- Appraisal Contact: Name and Number of Realtor or other person to allow access to the unit for the appraiser to do his inspection