

LOAN APPLICATION - ITEMS NEEDED BY BORROWER

When the homebuyer applies for a mortgage loan, they need to have the following information available for the loan officer:

- **GENERAL INFORMATION**

Home address and zip code for past 2 years.
Name and address of landlord for past two years.
Identification - driver's license and social security card.
Copy of real estate purchase contract.
Cash or check to pay for credit report and appraisal.

- **EMPLOYMENT**

Employment addresses for past 2 years to include zip code and phone.
Most recent pay stub and W-2s for past two years.
Self employed borrowers should bring complete tax returns for past two years; plus a current profit and loss statement and a balance sheet prepared by an accountant.

- **PROOF OF ASSETS/SECONDARY INCOME**

Name, address, account numbers, Zip code and phone number for all banking references.
Copy of bank statements covering the last two months.
Copies of stocks, bonds.
Proof of income from pensions or disability.
Proof of income from rental properties to include current leases, gross rental income and total mortgage payments for each property. Also name, address and zip code of each lender.
Proof of child support or alimony paid or received, to include divorce decree.

- **VERIFICATION OF CREDIT/DEBTS**

Name, address, zip code, account number, monthly payment and current balance of all creditors.
Child care expenses.

- **MISCELLANEOUS**

Letter of explanation to cover: Gaps in employment, recent career changes, recent increases in bank accounts, and minor credit discrepancies.
Contract on sale of present home if funds will be coming from this sale.
Copy of closing statement from previous home sale if within 3 years.
Veterans applying for VA loan - DD214 and VA certificate of eligibility.
Company relocation agreement if they pay closing costs or interest differential, or if they are purchasing your present home.

NOTE: Not all of the above items will pertain to all applicants, but having these readily available will save precious time in processing and closing your loan. In some instances where large down payments are being made, lenders may not require as much documentation or they may accept substitute documentation. If you have questions about what you will need, call the loan officer..