

MORTGAGE APPLICATION CHECKLIST

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Documents required

- _____ Most recent 2 yr Income Tax Returns (2008 & 2009)
- _____ Original Social Security Card
- _____ Government issued Photo ID (Driver's license, Passport, etc)
- _____ Award Letter for SS, SSI, Disability or Pension for each person (if applicable)
- _____ Name, birthdate & SSN for all person that will live in residence (independent of being on loan)
- _____ Addresses of where you have lived during the last 3 years and dates at each address
- _____ Name, Address & Telephone number of Landlord for each address
- _____ 3 Months most recent paystubs
- _____ Name of Company, Addresses & Tel of where you have worked during the last 3 years
- _____ 2 months most recent bank statements of all accounts
- _____ Purchase Contract
- _____ Copies of any old credit reports
- _____ Date of when PrePurchase Workshop was taken & where (if already taken & name of counselor)
- _____ Check/Money Order for Credit Report (Cash is not accepted)
 - \$14.00 for each single person applying for loan
 - \$19.00 for married couple applying for loan
- _____ Confirmation that client has a minimum of 3% for down payment (may need more)

Once you have copies of all your documents, please call 267-236-7000 for an appointment.