LOAN DOCUMENT CHECKLIST

In anticipation of your upcoming loan, you'll need to gather the following items and have it ready for your loan officer. Please gather the following documents and email or fax all documents to your Loan Officer. If you prefer to drop the documents off in-person, please call your loan officer to coordinate a time to meet.

REQUIRED DOCUMENTS:

- ☐ **Bank Statements (all pages even if it's blank)**
  Last two months from all accounts
- ☐ **Retirement**
  Last two months of retirement/pension, 401K and social security 1099 statements
- ☐ **Pay Stubs**
  Last 30 days
- ☐ **Tax Returns**
  Last two years of 1040 federal tax returns, federal corporate and/or partnership tax returns (if self-employed), last two years of W-2 forms
- ☐ **Valid Identification**
  Driver's license, social security card, or passport
- ☐ **Earnest Money**
  Copy of earnest money check deposit

IF APPLICABLE:

- ☐ **Award Letters**
  Retirement, pension, social security, and disability income
- ☐ **Divorce Documents**
  Divorce decree and separation agreement
- ☐ **Mortgage Statements**
  Property tax bills and homeowners insurance statements for all real estate owned
- ☐ **Bankruptcy**
  Petition and discharge
- ☐ **Lease Agreement**
  Copy of your existing lease agreement