

Applying for Your Loan

The first item you'll need to take care of is the selection of a lender and completion of a mortgage application. Plan to accomplish this before signing your new home contract.

Your lender's job is to understand your particular financial circumstances completely. You will review all information on the application at your meeting with the loan officer. A situation rarely arises that your loan officer has not encountered in the past. Do not hesitate to discuss any questions you have regarding your assets, income, or credit. By providing complete information, you prevent delays or extra trips to deliver documents.

Loan Application Checklist

The amount of documentation and information required for a mortgage can seem overwhelming. You can facilitate the application process by collecting as much of the needed information as you can before your appointment. The checklist that follows is a general guide to assist you with the loan application. Some of the items listed may not apply to you and your lender will probably request some items that we have not mentioned, but this list will get you off to a good start.

Personal Information

- Social Security number and driver's license for each borrower
- Home addresses for the last two years
- Divorce decree and separation agreements, if applicable
- Trust agreement, if applicable

Income

- Two most recent pay stubs
- Two more recent Bank Statements (All Pages)
- Documentation on any supplemental income such as bonuses or commissions
- Names, addresses, and phone numbers of all employers for last two years
- W-2s for last two years
- Tax Returns for the last two years for all borrowers
- If you are self-employed, K-1s if applicable
- Business returns if own 25% or more of a company
- Documentation of alimony or child support, if this income is considered for the loan

Real Estate Owned

- Names, addresses, phone numbers, and account numbers of all mortgage lenders for the last seven years.
- Copies of leases and two years of tax returns for any rental property.
- Market value estimate for rental property you own.

Liquid Assets

- ___ Complete names for all bank, credit union, 401K, and investment accounts.
- ___ Copies of the last three months statements for all bank accounts, credit union, 401K, and investment accounts.
- ___ Copies of any notes receivable.
- ___ Value of other assets such as auto, households goods, and collectibles.
- ___ Cash value of life insurance policies.
- ___ Vested interest in retirement funds or IRAs.

Liabilities

- ___ Names, balances, and current monthly payment amounts for all revolving charge cards.
- ___ Name and description for all installment debt and approximate balances and monthly payments for such items as auto loans and mortgages.
- ___ Alimony or child support payments.

Please note that you will be asked to pay for a credit report upon signing the application.