

Information Needed For Loan Application

Residence	Home addresses for past 2 years. If renting, provide Landlord's address & daytime phone.
Employment	Employer's name & address for past 2 years. Phone number of Human Resources to verify present employment. Pay Stubs covering the most current 30 days. W-2 forms for past 2 years Tax returns for last 2 years, and extension if applicable
If Self-Employed	Tax returns, Personal and Corporate, for past 2 years with all schedules. Company's year-to-date P & L and Balance Sheet. 1099s for past 2 years. Accountant's phone number, or copy of business license.
Assets	Two most current monthly (or quarterly) statements (with all pages) for checking, savings, stocks, IRAs, retirement accounts.
Liabilities	Creditor's names, account numbers, approximate balances & minimum payments. If you pay child support, please provide a copy of recorded divorce decree.
Real Estate	Address of real estate owned, approximate value, lender's name, address, loan number, payment and approximate loan balance. Copy of property tax bill and insurance bill for most recent year. If selling your present home - provide copy of sales contract when available. If you own rental property – provide tax returns and current lease agreement.
If VA Buyer	DD214 (member 4 copy), and Certificate of Eligibility, if available
Identification	Copy of your Photo ID Card such as Driver's License, Passport, Military ID Copy of Social Security Card
Cost	Mortgage credit report \$25 payable by check or credit card. When purchase contract is accepted, appraisal fee: Conven. \$400; FHA \$475; or VA \$350 payable by check or credit card.

If you can't meet in person, scan the documents as PDFs and email them to me; the quality will be much better if they are scanned as PDFs but, if you prefer, you can Fax the documents. I will complete your application and call you to review your information, and answer any questions you might have.

Dee Russell

Mortgage Loan Officer
NMLS# 209542

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