

CONVENTIONAL LOAN PACKAGE

IMPORTANT!

**Below is a list of information that will help insure your loan application is processed quickly.
With your help and co-operation your loan request will be expedited.**

1. Copies of your Social Security Card and Drivers License.
2. Copies of your two (2) most recent pay stubs. Two (2) years continuous same employment history, with name and addresses of employer's.
3. Copies of Award Letters for any Retirement, Pension, or Social Security.
4. Copies of W-2's and complete tax returns for two (2) years. If self employed; individual and corporate returns, year to date profit and loss statement, K-1 's, etc.
5. If you have filed Bankruptcy in the past 7 years, copies of the original petition and discharge, as well as the list of creditors will be needed.
6. Copies of most recent statements or coupons for all credit cards, auto loans and Real Estate loans, (M/C, Visa, JC Penney, etc) must have the name, address and account number.
7. Three (3) months most recent bank statements on all accounts (savings, checking, money market). Statements for 401 K's and any Stocks or Bonds if applicable
8. Residence address and or Landlord information (name and address) for the last two (2) years.
9. Copies of all current mortgage information (deeds, notes, payment coupons, addresses etc.).
10. If you own Rental Properties, rental agreements or leases for all properties are required. If your current residence is to become a rental, a rental agreement will be needed.
11. Copies of your Purchase Agreement and Earnest Money Deposit signed by all parties
12. If you are in the process of selling a home, a copy of the signed Purchase Agreement will be needed. If you have sold a property and are using the proceeds for your down payment, a copy of your HUD-1 (final closing papers) will be needed.
13. A \$65.00 check for a Residential Mortgage Credit Report payable to the lender.
14. If you have been Divorced, copies of fully filed and recorded FINAL DEVORCE DECREE.
 - a. If you are obligated to pay Child Support, 18 months of proof of payment in the form of cancelled checks or verification from the Courts will be needed.
 - b. If you receive Child Support or Alimony or Spousal Support, 18 months proof of receipt in the form of bank statements, canceled checks, etc. will be needed and it must continue for at least five (5) years.
15. An Appraisal will be required. The fee for a VA or FHA loan is \$400.00 (no appraisal if a MCRV is available). For a Conventional loan the fee is \$325.00 and a rental property is \$450.00.

ADDITIONAL ITEMS NEEDED

1. _____

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5. _____