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How to Get Your Loan Approved in Record Time!

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The following is a list of items you will need to provide to your Home Loan Specialist in order for your loan to be approved as quickly as possible. Please gather the "Basic" items. Review the list of other items that might be required for your particular situation. If you have any questions contact you home loan specialist.

1) Basics

- a) The full name, current address and Social Security number of all borrowers (In order to provide a credit report for review.)*
- b) Pay stubs for the last 30 days.*
- c) W-2/1099 for the last two years*
- d) Bank Statements for the last two months (all pages).*
- e) Most recent Retirement or Investment statements (401K, IRA, stocks, mutual funds, etc.)*
- f) Driver's License (or other photo ID).*
- g) Social Security Card*

2) Self employed borrowers

- a) Federal Tax returns for the last two years (All pages and all schedules)*
- b) Corporate/partnership returns will also be required if applicable.*
- c) Current Year to date balance sheet or profit and loss statement*

3) Bankruptcy, foreclosure, judgments or collections

- a) Bankruptcy papers including all schedules and discharge (if filed or discharged in last 7 years)*
- b) Judgments and satisfaction of judgments*
- c) Foreclosure documentation*
- d) Collections and paid receipts*
- e) Explanation letter*

4) Divorce, Child support or Alimony Income

- a) Divorce decree*
- b) Child support order (if not included in divorce decree).*
- c) Alimony order (if not in divorce decree)*
- d) Proof of receipt of monthly child support or alimony.*
- e) Friend's of the Court information (if applicable)*

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5) Other Income

- a) Social Security award letter (if using Social Security Income)*
- b) Rental Income (Copy of leases) (also need tax returns)*
- c) Retirement / Pension award letter*
- d) Workmen's compensation information*
- e) Unemployment information*
- f) Part-time jobs (pay stubs and w-2s)*
- g) Any other income information*

6) Rental information (if you are currently renting)

- a) Address for last two years*
- b) Name, address and phone number of Landlord for last two years.*

7) Veteran of the U.S. Military (VA Loan)

- a) DD214*
- b) Certificate of Eligibility*

8) Purchase (not required for Pre-Approval)

- a) Written purchase agreement signed by all parties*
- b) Seller's disclosures (if available)*
- c) Copy of Good Faith Deposit check*
- d) Copy of existing survey (if available)*
- e) Listing card*
- f) Seller's information (if FSBO)*

9) Refinance -Closing documents from current mortgage (just bring the envelop from your previous closing)

- a) Settlement Statement (HUD-1)*
- b) Warranty deed*
- c) Title Insurance Policy*
- d) Note*
- e) Mortgage*
- f) Survey*
- g) Previous appraisal*
- h) Real Estate Tax information or Taxable value of property*
- i) Home owners Insurance information*
- j) Information on second mortgage or HELOC (if applicable)*
- k) Land Contract (if refinancing Land Contract)*

10) Remember we never charge an application fee or pre-approval fee!