

Loan Application Checklist

In general, the documentation you will need includes:

- Check for application fee

Property Information (if you already have a contract on a house)

- Purchase Agreement.
- Copy of legal description and MLS sheet.
- If you are selling your current home, copy of listing contract.
- If you have sold your current home, copy of settlement statement (HUD-1).

Income & Assets

- Pay stubs for the last 30 days.

For the past two years:

- Names and addresses of each employer.
- W-2s
- Statements for each bank, mutual fund, and/or investment account for the last three months.
- Estimated value of personal property and furniture.

If you have made any large deposits to your accounts:

- Explanation and source for deposit.

If large deposit was a gift:

- Signed gift letter (lender can supply).
- Copy of gift check.
- Copy of deposit receipt.

If you own more than 25% of a business:

- Corporate or partnership tax returns.

If self-employed:

- Tax returns for the last three years (with schedules).
- Year-to-Date Profit and Loss Statement prepared by an accountant.

If you own rental property:

- Tax returns for the last two years and current rental agreements.

If you are retired:

- Pension Award Letter.

If you receive Social Security:

Social Security Award Letter.

If you are counting child support as income:

Copy of divorce settlement.

Copy of twelve months of cancelled child support checks.

River City Realty
126 Plantation Road
DeBary, FL 32713
Office: 386-668-4353
Orlando: 407-491-1287
Fax: 386-668-4373