



PRE-APPROVAL CHECKLIST:

Pre-approval is usually covered online or discussed with loan officers over the phone. Initially you will only need the following documentation for your pre-approval:

- Borrower's name (co-borrower as well, if applicable)
- Current address
- Estimated annual household income (Both borrower and co-borrower)
- Estimated monthly household debt expenses (including auto loans, or others)

MORTGAGE APPLICATION DOCUMENTS:

If you are approved for the home loan and choose a lender, you will want to have the following documents ready to go to speed up the mortgage process. You may not have all the documents at once, you can submit them as they are required by your lender. The documents listed below are the minimum required for both Purchase or Refinance for most lenders. Depending on your specific situation you may need more documentation, but this guide will get you started.

- Identification (driver's license or passport)
- Fully Executed Purchase/Sale Agreement (for Purchase only)
- Property Documents for subject property (for Refinance only)
 - Mortgage Statement
 - Homeowner's Insurance Policy Declaration Page
 - Homeowner's Association Dues Statement (in case of PUD or Condo)
- Residential History
 - Your residential address for the past two years
 - Landlord names and addresses for the past two years (if you rented)
- Employment & Income History
 - Paycheck stubs (dated within 30 days)
 - W-2/1099s (issued by your employer) or K1s (if you are self employed) for the past two years
 - Federal Tax returns/1040's for the past two years
- Personal Assets
 - Bank account statements from the two most recent months for all checking and saving accounts.
 - Other asset statements from the past two months for any CDs, IRAs, stocks, bonds or other securities you intend to use for your down payment.
 - Current Real Estate Holdings
 - Including property address, current market value, mortgage lender's name and address, loan account number, balance and monthly payment
- Personal Debt
 - A list of any new monthly debts not listed on your credit report (auto loans, student loans, credit cards, etc.)