

**DOCUMENTATION CHECK LIST
FOR A MORTGAGE APPLICATION**

US & NON-RESIDENT MORTGAGE APPLICANTS

- _____ 1) **Latest 2**, year-to-date *Pay-Slips* (Copy)

- _____ 2) **Past 2** years *W-2, P-60 Statements (equivalent)* (Copy)
(Year end income statement given by employer showing salary earned)

- _____ 3) **If** self employed:
 - a) **Past 2** years signed *taxed returns "Federal Tax Returns"*
 - * business returns
 - * personal returns
 - b) Year-to-date *Profit & Loss Statement & Balance Sheet*
 - c) Letter from CPA stating: Length of Ownership in business
 Year to Date Income
 Ownership Percentage in business

- _____ 4) Copies of last **3** month's *Bank Statement* (Savings & Checking)
(Include all banks listed on the application)

- _____ 5) **If** your current home and any other real estate owned is "Free & Clear", meaning a mortgage dose not exist on the property, please include the following:
 - a) copy of the *Deed of Ownership*

- _____ 6) **If** you currently have a mortgage on a real estate owned, please include the following:
 - a) *Year-end Mortgage Statement* showing the balance and payments made

- _____ 7) Copy of your *Passport* for non-residents (All borrowers on the application)

- _____ 8) Proof of Bank Account being opened in the US
(name of bank, account number and address) - latest statement if available

- _____ 9) Proof of funds in the bank for the source of down payment (deposit)
(In the country of origin)