



MORTGAGE CHECKLIST

(*Documents Needed for Loan Applications)

COPY OF:

- Driver's license for all borrowers
- Social Security card for all borrowers (government loans only)
- All W-2's for the last two years
- Paycheck stubs covering the most recent 30-day period (all borrowers)
- 2 years of Federal tax returns (all pages)
- 2 months of most recent statements from checking and savings accounts (all pages)
- Proof the down payment has cleared bank account (cash check or wire transfer)

COPY OF (IF APPLICABLE):

- Corporate/S-Corp/Partnership tax returns for the past 2 years (all pages)
- Social Security/Retirement income verification letters
- Mortgage statement, hazard insurance policies, property tax bill, and HOA information for current and/or other properties owned

OTHER ITEMS NEEDED:

- Signed contract on the property the borrower is intending to buy (for purchases)
- Additional bank statements, retirement account and investment account statements showing reserves (if requested by Loan Originator)
- Self-employed borrowers may require further information and documentation

*The above documents are needed for a smooth loan process. The process may be slowed if any of the items below are missing. Your Loan Originator may request additional information. Entity NMLS# 2745.

Contact your Loan Originator today!

LuxuryMortgage®



DO'S & DON'TS

Helpful Tips for a Smooth Loan Approval!

- DO continue making your mortgage or rent payments
- DO stay current on all existing accounts
- DO keep working at your current employer
- DO keep your same insurance company
- DO continue living at your current residence
- DO be prepared to source large deposits
- DO alert us if your salary or other compensation changes from what is documented on your loan application

- DON'T quit your job or change employers
- DON'T make any major purchases (i.e. cars, major appliances, etc.)
- DON'T apply for, or open, a new credit card account
- DON'T transfer any balances from one account to another
- DON'T close any credit card accounts
- DON'T change bank accounts
- DON'T run your credit before asking your Loan Originator

