



Mortgage Request Information Checklist

Please provide the following information:

Home Purchase Mortgage:

- Purchase and Sales Agreement
- Copy of property listing with realtor
- Most recent pay stub (each borrower)
- 2 years tax returns if self employed
- 2 years W2's
- Copies of 3 months bank statements
- Copies of investments statements
- 401K disbursement letter (if applicable)
- Landlord name, address & phone number (if applicable)
- Title V report

Miscellaneous items: (if applicable)

- Copy of divorce agreement
- Gift letter
- Explanation of credit history
- Child support verification
- Copy of awards letter

\$350.00 Appraisal Fee for Single Family*

\$525.00 Appraisal Fee for Multi-family*

Lock in fee to lock in the rate

* This fee is part of the closing costs and is applied to the appraisal fee.