



JANNA KOHL

# LOAN APPLICATION CHECKLIST

For: \_\_\_\_\_  
Borrowers

Date \_\_\_\_\_

Thank you for applying for a real estate loan with Priority Financial Network. The attached application has been provided for your convenience. Please complete all parts of the application that relate to your specific loan request.

In order to process your loan request in as timely a manner as possible, it will be necessary to provide us with the following checked items as quickly as possible.

- 2 most current paystubs within the last 30 days (employed borrowers)
- 2008 & 2007 1040 Tax returns with all schedules
- Most recent 2 years W2 s (employed Borrowers)
- Most recent 2 years 1099 s (self-employed borrowers)
- Partnership K1 s (if applicable)
- Most recent 2 years Corporate or Partnership returns with all schedules (self-employed borrowers)
- Profit & Loss Statement – current within last 30 days (self-employed borrowers)
- Bank statements for the past 3 months
- Securities statements for the past 3 months
- Most current IRA, Pension, Disability, Social Security, or other retirement income statements
- Copy of Homeowners Insurance – Declaration (front page) for \_\_\_\_\_
- Copy of Drivers License, Social Security Card, or Alien registration (as applicable)
- Copy of complete Divorce Decree (including all support & alimony terms)
- Copy of 12 months cancelled checks (to support mortgage payments or rents if applicable)
- Supporting explanation letters (if applicable) for: a) Reason for Refinance, b) Bankruptcy, c) Foreclosure, d) Leaves of absence, e) Credit derog
- Copy of Gift Letter – stating Donor, Relationship, Amount, Name, Address, Phone Number)
- Evidence of Donor ability to provide gift
- Other \_\_\_\_\_
- Other \_\_\_\_\_
- Other \_\_\_\_\_
- Credit card information filled out on Credit Card Authorization form.

Should you have any questions, or have problems complying with any of the requested items, please contact us immediately.

X \_\_\_\_\_  
Borrower

X \_\_\_\_\_  
Borrower

