



## MORTGAGE APPLICATION CHECKLIST

A timely and successful loan approval is dependent on receiving complete documentation from you in order to process your loan. A check list is provided below that will assist you in gathering your documents. The type of loan you are applying for will determine which items are appropriate for your situation. Call Doug Schinkel @ 763-416-2608 or 612-239-0949 with any questions you may have.

### ALL APPLICANTS:

- Copy of last two years W-2's.
- Copy of last 30 days of paystubs.
- Copy of last two most recent month's asset account statements – all pages.
  - Checking, savings, investment, retirement, etc.
- Copy of Drivers license, passport or picture ID
- Copy of Certified Divorce Decree – if applicable.
- Bankruptcy documentation – if applicable.
- Copy of last two years Federal 1040 returns – all pages /signed\*
  - \*If receiving bonus or commissions.

### FOR SELF-EMPLOYED

- Copy of last two years Federal 1040 returns – all pages / signed.
- Copy of last 2 years Corp. / Business tax returns – all pages / signed.
- YEAR –TO- DATE P & L. Signed and Dated.
- YEAR –TO-DATE BALANCE SHEET. Signed and Dated.

### FOR VETERANS / VA LOANS

- Certificate of Eligibility
- DD214

Additional items may be needed after receiving completed application.