Information Requirements Checklist

For First Loan or Prequalification

- ☐ Completed Questionnaire/ Loan Application (Available On Website)
- ☐ Bank Statements
  - Last two months
  - Personal and business, if applicable
- ☐ Tax Returns
  - Last two years
  - Personal and business, if applicable
- ☐ Borrower And Spouse Pay Stubs For Last Two Months
- ☐ Personal Financial Statement (Available On Website)
- ☐ Most Recent Retirement Account Statements
- ☐ Schedule Of Real Estate Owned (Available On Website)

For Each Loan/Project

- ☐ Description Of Subject Property (Number Of Bedroom(s), Bathroom(s), Square Footage, etc.)
- ☐ Fully Executed Purchase Contract With All Addendums
- ☐ Detailed List of Improvements With Associated Costs (Available On Website)
- ☐ Borrower's Estimate of Value
- ☐ Four Sales Comparables Indicating Value Of Subject Property When Improvements Are Complete

Please fax or send the completed loan information package to:

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