



The items listed below may be needed in order to process your mortgage application.

Credit

- _____ Photo ID
- _____ Social Security Card
- _____ Letter of explanation for credit history (derogatory accounts).
- _____ Continued Active Duty Statement
- _____ VA Certificate of Eligibility/DD-214
- _____ Divorce Decree
- _____ Child Support Agreement

Income

- _____ Pay stubs covering the last thirty (30) days.
- _____ LES
- _____ Orders to Fort Bliss
- _____ Last two (2) years of W-2s
- _____ Last two (2) years of tax returns (all schedules)
- _____ Last two (2) years of business tax returns (if applicable)
- _____ Profit and Loss Statement from CPA (YTD numbers)
- _____ Balance Sheet
- _____ Lease Agreement(s)
- _____ Evidence of Receipt of Child Support
- _____ Retirement/Social Security Income/Other Income

Assets

- _____ Two (2) months of most recent bank statements (all pages).
- _____ Gift letter with copy of check and evidence of donor's funds.
- _____ If liquidating assets, evidence of value (copy of checks and deposit).

Property

- _____ Executed Sales Contract
- _____ Proof of earnest money clearance (cancelled check).
- _____ \$475 Appraisal Deposit
- _____ Mortgage Statement for Payoff (refinance)