 A premier lender in mortgage banking business [www.smb-mortgage.com](http://www.smb-mortgage.com) since 1992

**Purchase Loan Application Checklist**

For purchase loan application, please email, fax or upload following documents to your loan officer:

* Completed and signed loan application
* Signed Borrower’s Certification and Authorization form
* Copy of fully executed purchase contract & Rider or Addendum
* Copy of passport (photo page) or driver license (front & back) if you are a US citizen
* Copy of green card (front & back) if you are a US permanent resident
* Copy of foreign passport, US visa and I-94 form if you are foreigner or non-permanent resident
* Copy of recent pay stubs covering last 30 days pay period
* Copy of last 2 years W2s and 1099 forms
* Copy of last 2 years federal personal tax returns (form 1040 with all schedules)
* Copy of last 2 years business tax returns and K-1s if you have 25% or more ownership interest in any companies
* Copy of recent 2 month or recent quarterly bank statements including checking, savings, 401K and any investment accounts – all pages
* Copy of recent mortgage statement if there are any mortgages under your name
* Copy of current home insurance declaration if you own any existing properties
* Copy of recent maintenance or common charge bill (HOA bill) if the property you own has HOA
* Any other supporting documents: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Your name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Your email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cell Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Our loan officer you know: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_