

# Pre-Approval Document CHECKLIST

## DOCUMENTS

- 30 days paystubs
- Last 2 years tax returns
- Last 2 investment account statements
- W-2's & 1099s for the last 2 years
- Last 2 bank statements for all bank accounts

## IF APPLICABLE

- Gift funds: Gift Letter/Documentation
- VA applicant: provide DD-214 or statement of service
- Divorced: divorce decree or legal separation agreement
- Child support: copy of court order & proof of payments
- Bankruptcy in last 7 years: complete copy of bankruptcy papers, including schedule of debtors & discharge
- Foreclosure/Short sale in last 7 years: complete property address of that property
- On an IRS repayment plan: copy of plan
- Retired: Award letter or retiree statement for any social security, retirement or pension income; last 2 years of 1099s

## SELF-EMPLOYED

- YTD Profit/Loss statement
- Balance sheet
- Last 2 years of business tax returns

## ALREADY A HOME OWNER?

- Current mortgage statement
- Current property tax bill
- recent homeowners insurance statement



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