

# MORTGAGE LOAN APPLICATION CHECKLIST

Our Goal is to...

**KEEP IT  
SIMPLE.**

Thank you for this opportunity to serve you!

**GET IT  
DONE.**

We will close your loan as soon as possible,  
so you can get back to living life.

**OWN  
IT.**

We strive to be your bank for life. This encourages  
us to not only plan for this loan but what your  
plans are for the future.



(417) 935-2293

## ALL BORROWERS

- Funds for credit report  
(\$78.95 if single applicant or \$157.65 if joint applicant)
- Valid photo ID, date of birth, & SSN
- Last two months of all financial statements. (checking, savings, stock, mutual funds, IRAs, or other liquid asset accounts)
- Landlord contact information (if renting)
- Copy of fully executed sales contract, if available
- Copy of canceled earnest money check, if purchasing
- Documentation on any additional source of income to be used in qualifying, if applicable.

## SALARIED BORROWERS

- Pay stubs for the past 30 days
- W-2's & federal tax returns for the past 2 years  
(include all schedules in return)

## SELF-EMPLOYED BORROWERS

- Federal tax returns for the past 2 years  
(including all schedules)
- Corporate/partnership tax returns if you own 25% or more
- Year-to-date profit and loss statement & balance sheet

## ADDITIONAL ITEMS (IF APPLICABLE)

- Final divorce decree, specifically the financial settlement page  
(including alimony, child support, division of assets/liabilities)
- Documentation pertaining to any resolved/unresolved credit  
disputes you may have had
- Copy of all bankruptcy papers including discharge  
(if within 7 years)
- Current homeowners insurance information including  
agents contact information.

\*Depending upon your situation, we may require more or less documentation

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