UBank Mortgage Application Checklist

DOCUMENT CHECKLIST

Please provide the following information to expedite the process of your mortgage loan application:

- 1. Copies of Driver's License and Social Security card for all applicants.
- 2. Employment pay stubs for the last 30 days reflecting year-to-date totals.
- 3. Previous 2 years of tax returns including W-2s, 1099, etc.
- 4. Obligation to pay child support/alimony, copy of divorce decree or other agreement (if applicable).
- 5. Copy of bank statements, IRA, 401k, or Profit Sharing account statements of funds needed for closing.
- 6. Copy of Sales Contract (if available or applicable).
- 7. Legal description of Property (i.e., copy of Deed of Trust, Tax Receipts, or Survey).
- 8. Copy of current survey.
- 9. Name and phone number of Insurance Agent of your choice or copy of your current Homeowners Insurance policy.
- 10. <u>For Refinances:</u> name of Mortgage Lender with loan account number and phone number for Loan Servicing Department.

In addition to the above listed items, the following will also be needed for Construction/Home Improvement loans:

- o Contractor's name, address, and telephone number
- o Building plans and specifications
- o A list of subcontractors and suppliers

Please be advised that your Contractor is required to be registered with the Texas Residential Construction Commission for any type of construction project over \$10,000.00.