

MORTGAGE APPLICATION CHECKLIST:



Whether it's your first time buying, or you need a refresher. Here's everything you'll need to prepare for your homebuying journey. Your Minnwest Bank mortgage loan officer will help you complete your application - or apply online at [»minnwestbank.com/homesweethome](https://minnwestbank.com/homesweethome)

ABOUT YOU

- Copy of your Government-issued photo ID such as a driver's license for all applicants
- Social Security numbers for all applicants for credit check
- Number and age of dependents
- For existing homeowners: A copy of your real estate tax statement, homeowner's insurance and mortgage statement. If refinancing or FHA or VA, a copy of your settlement statement and note.
- For renters: Name, address and phone number of landlord for the last two years
- Dates and years of school completed. Copy of transcripts if you have been in school during the last two years

ABOUT YOUR INCOME/EMPLOYMENT

- Name, address, phone number, dates of employment for all employers over the last 2 years
- Paystubs covering a 30-day period
- W-2s from the last two years
- Personal/business federal tax returns, complete with all schedules from the last two years
- Copies of social security, pension, and/or retirement award letters and corresponding 1099s
- Divorce decree and proof of receipt for separate maintenance and child support (if applicable)
- Explanation letter for employment gaps in the last two years. If you are changing employment prior to closing, please inform us and provide your new employer information including start date, business address and phone and pay rate.

ABOUT YOUR ASSETS

- Two months of all bank statements for checking and savings accounts for all applicants. Avoid spending any funds you plan to use for down payment of closing costs.
- Two months of all statements for investment and retirement accounts if needed
- Address(es) and documentation for real estate currently owned, if any

ABOUT YOUR HOME

- Purchase contract accepted and signed by you and the seller
- Appraisal (your lender will order)
- Name and contact information for the homeowner's insurance agent you will use
- Name and phone number for the homeowner's association, if applicable
- A home inspection report is not required by your lender, but it's a good idea to get an inspection

ABOUT YOUR CREDITS & LIABILITIES

- General knowledge of your current credit card, student loan, auto loan, and other credit accounts. Your loan officer will pull a credit report that shows your accounts, but on occasion, the information may be outdated, missing, or erroneous
- Bankruptcy and discharge paperwork (if applicable)
- Documentation disputing items on your credit report

