PURDUE FEDERAL
CREDIT UNION

# Mortgage Checklist

HERE'S EVERYTHING YOU'LL NEED TO COMPLETE YOUR MORTGAGE APPLICATION.

## Ready to buy? Here's what you'll need:

- [ ] Last two monthly statements for checking, savings, and any other deposit account showing name, mailing address, and account number for each financial institution. Note: If you are using liquidation investment funds for the cash for your closing, this must take place immediately so the liquidation and deposit of liquidated funds can be verified.
- [ ] Pay stubs for the past 30 days for each borrower showing year-to-date information, including your employer's name and your name.
- [ ] W-2 forms for the past two years.
- [ ] Signed Borrower's Authorization & Certification document and the 4506T document. We will send you these forms after you submit your application.
- [ ] After you find a property and sign a purchase agreement, please send the signed and dated Sales Contract or Purchase Agreement including any signed addendums to the original contract. This is required to lock your interest rate.
- [ ] A copy of your earnest money check and evidence the check cleared your account, if applicable.
- [ ] Hazard Insurance policy paid in full for one year for all purchase transactions. Evidence of your insurance must be provided at least two weeks before your closing date.
- [ ] Award letters for Social Security, disability, or retirement benefits, if applicable.
- [ ] Recorded diveroce decree and proof of child support payment for the past 12 months, if applicable.
- [ ] Monthly or quarterly account statement for assets such as stocks, bonds, 401(K), and other retirement accounts, if applicable.

## A few more things we might ask for:

- [ ] If self-employed or commission income is shown, provide copies of last two years of both personal and business federal tax returns including all schedules and K-1s.
- [ ] If you are receiving a gift of funds, provide a signed letter from the donor verifying you are not required to repay the money. You can use the Gift of Funds letter provided by us.



**Reach out to one of our mortgage specialists for more information:**

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**PURDUEFED.COM/MORTGAGE-SPECIALISTS**

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*Loan products subject to credit approval. Membership eligibility required. Restrictions may apply. Contact a mortgage specialist for complete terms and conditions. NMLS #417214