

# HOME REHAB Loan Program Information Checklist

Please gather the following documents prior to your interview.

- Verification of Employment/Self-employment. Most recent check stub, verification of employment form or W-2 form. If self-employed, please bring in income tax statements for two (2) previous years, and a running account of what has been earned to date this year.
- Verification of other income (retirement, social security, SSI, TANF, alimony, child support, etc.)
- Deposit verifications. Most recent bank statements for savings, checking, certificates, IRA's, etc. The last six (6) months for checking accounts.
- Copy of Life Insurance Policy (if applicable). Cash or Face value amount are needed.
- Copy of Fire/Hazard Insurance Policy (flood insurance if applicable).
- Copy of Deed of Trust
- Copy of Deed of Bargain and Sale. If spouse is on the Deed and they are deceased, please bring a copy of death certificate.
- Copy of mortgage verification. Must include original amount of mortgage, unpaid balance, monthly payment and terms of the loan.
- Copy of City Assessment.
- Copy of real estate tax statement. The most recent statement is needed and all taxes must be current. If up to 100% tax exempt, please bring in verification letter from the Department of Social Services.
- Auto loan monthly statement. Must include monthly payment and unpaid balance.
- All charge accounts. Must include name of creditor, balance due and minimum monthly payment amount.
- Picture identification. Must be able to verify name, social security number and date of birth.

**NOTE:** If you own other real estate property, please provide (for each), address, original mortgage amount, unpaid balance, monthly payment amount, copy of lease, copy of city assessment.

**A check or money order in the amount of \$5 will be needed for your credit report.**