

Military Homebuyer *Borrower's Checklist*

The following checklist will give you an idea of what you may need to provide with your loan application. Your loan officer can let you know which items are required for your individual situation.

▶ INCOME

- 🏠 W-2s or 1099s for the previous two years for each borrower
- 🏠 Leave & Earnings Statements/paycheck stubs. The most recent 30 days per borrower
- 🏠 Investment/retirement statements. The most recent two months for all accounts
- 🏠 Federal tax returns or 1040s for the most recent two years
- 🏠 Disability, Social Security, or retirement pensions: copy of the awards letter or other documentation of income received from these sources, including evidence of continuance

▶ SELF-EMPLOYED INCOME

- 🏠 Schedule C of your tax returns for the previous two years if you are involved with a sole proprietorship
- 🏠 K-1 Schedule of your tax returns for the previous two years if you have an interest in limited partnership
- 🏠 Partnership tax returns (IRS Form 1065) of your tax returns for the previous two years if you have a 25% or greater interest in a partnership
- 🏠 Corporate tax returns (IRS Form 1130 or 1120) for the previous two years if you have a 25% or greater interest in a corporation, including S corporations
- 🏠 Signed year-to-date profit and loss statements for your business

▶ ACCOUNT INFORMATION

- 🏠 Bank account statements for the previous two months on all accounts listed on the application
- 🏠 Gift letter if gift funds will be used for the down payment or closing costs
- 🏠 Retirement account statements for the previous two months

▶ MISCELLANEOUS

- 🏠 Certificate of Eligibility
- 🏠 Certificate of Release or Discharge from Active Duty (DD214), if applicable
- 🏠 Divorce decree: copy of complete, final decree and any other applicable documents
- 🏠 Child support or alimony: documentation showing 12 months of income received and evidence of continuance
- 🏠 Bankruptcy/discharge of debtors: copies of documents, including all schedules
- 🏠 Relocation papers showing start date, pay and company buyout, if any
- 🏠 Letters of explanation for recent credit inquiries or any negative credit entry
- 🏠 Rental information from the last two years, including property address, dates of residence, landlord's name, address and phone number
- 🏠 Child care provider information, if applicable