

MORTGAGE APPLICATION CHECKLIST

Dear Regions Applicant:

The following documentation is required to complete the processing of your mortgage loan application. Please return the items marked as soon as possible.

- Check (payable to Regions Bank) for:
Appraisal \$_____; Application Fee \$_____; Credit Report \$_____; Flood Certificate \$_____; TOTAL \$_____.
- Copy of valid driver's license.
- Fully executed sales contract (if applicable).
- If refinancing, please provide us with a copy of the Survey, Warranty Deed, Title Insurance Policy, and copy of insurance declaration page.
- Two year history of residence on all borrowers.
- Names, addresses and telephone numbers of landlords for the past two years.
- Employer's name and address for last two years.
- Salaried Employees:* Most recent two years' W-2 forms. Paystubs to cover most recent 30 day period.
- Commissioned Employees:* Most recent two years' 1040 tax forms (including supporting schedules) and YTD income statement.
- Self-Employed:* Last two years' SIGNED personal/corporate tax returns (with supporting schedules) and current Profit and Loss Statement and Balance Sheet.
- Pension/Social Security Awards Letter (If retired or receiving other non-earned income)
- Two most recent bank statements (i.e. checking, savings, 401K, stocks) (all pages)
- Most recent quarterly brokerage statements (all pages)
- VA Loans:*
 - Include Certificate of Eligibility
 - DD214
 - Statement of Service
 - Most recent original paystub
 - Copy of Social Security Card and picture ID
- FHA Loans:* Copy of social security card and picture ID
- Additional Information: _____



MARY LOU BEAR
Mortgage Loan Originator
941.329.4131 Office
941.320.9012 Cell
941.329.4160 Fax
marylou.bear@regions.com

