

HAVEN

MORTGAGE

PURCHASE CHECKLIST

Below is a list of items that will be needed in order to process your mortgage. Originals are not required, copies can be e-mailed or uploaded to our website.

- Application**
- Borrowers Authorization**
- Driver's License**
- Paycheck stubs**- most recent 30 days' worth.
- Tax Returns**- most recent 2 years. If you are self- employed, please include business returns from the most recent 2 years as well.
- W-2's**- most recent 2 years. (1099's, if applicable)
- Bank Statements**- most recent 2 months bank statements from all checking, savings and investment accounts (401K, IRA's, etc.). (All pages must be included)
- Earnest Money Contract**
- Earnest Money Check and Option Check copies**
- Survey**
- Homeowners Insurance**- agent name and contact information.
- Appraisal Fee**- you will be contacted for payment at the time of order.

If applicable

- Child Support**- divorcee decree is required to prove income and/or payments (all pages).
- Contract or listing agreement** on current/departure residence.