



Douglas
National Bank

RESIDENTIAL MORTGAGE DOCUMENTATION CHECKLIST

- ____ Completed and signed application
- ____ 1 month of most recent paystubs from each borrower – with YTD numbers
- ____ 2 most recent years of W-2's
- ____ 2 most recent years of tax returns (or 2 years + extension)
- ____ 2 months statements on any asset listed on application (checking, savings, stocks, retirement, etc.)
- ____ Copy of executed sales contract – include all addendums
- ____ Photo ID of each borrower
- ____ Current mortgage statement
- ____ Divorce decree (if applicable)

Attorney _____

Insurance Agent _____

Realtor _____

Penny Toler

Mortgage Officer

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