

# HAMILTON MORTGAGE COMPANY

## MORTGAGE APPLICATION SUBMISSION CHECKLIST

We will be able to consider your mortgage application complete as soon as the required documentation noted below accompanies your written application.

Send Copies  
Of the Following:

- ( ) DRIVERS LICENSE(S)
- ( ) APPLICATION PACKAGE
- ( ) 2 YEARS W2 FORMS FOR EACH BORROWER
- ( ) 2 MOST RECENT PAYSTUBS FOR EACH BORROWER
- ( ) 2 MOS. BANK STATEMENTS FOR ALL LOCAL BANK ACCOUNTS  
(ALL PAGES)
- ( ) 2 MOS. STATEMENTS FOR 401K/IRA ACCOUNTS
- ( ) 2 MOS. STATEMENTS FOR BROKERAGE/MUTUAL FUND ACCOUNTS
- ( ) 2 YRS. FEDERAL TAX RETURNS
- ( ) 2 YRS. CORPORATE RETURNS
- ( ) 2 YRS. K-1'S
- ( ) C.P.A.'S NAME AND PHONE NUMBER
- ( ) SALES CONTRACT WITH ALL ADDENDUM
- ( ) GIFT LETTER
- ( ) DIVORCE DECREE
- ( ) VERIFICATIONS OF RENT/MORTGAGE OR LANDLORD INFORMATION
- ( ) CHECK FOR APPRAISAL FEE \$\_\_\_\_\_
- ( ) MISCELLANEOUS FORMS (ENCLOSED)
- ( ) SOCIAL SECURITY CARD(S)

BORROWER	DATE	BORROWER	DATE

APPLICATION FEE COLLECTED \$\_\_\_\_\_

APPRAISAL \$\_\_\_\_\_ BINDER \$\_\_\_\_\_

ORIGINATOR'S SIGNATURE\_\_\_\_\_ DATE\_\_\_\_\_