

# PROCESSING CHECKLIST

- |   |  |
|---|--|
| <input type="checkbox"/> BORROWER'S AUTHORIZATION                                       | <input type="checkbox"/> COPY OF ID                      |
| <input type="checkbox"/> COPY OF SOCIAL SECURITY CARD                                   | <input type="checkbox"/> INCOME (30 DAY PAYSTUBS, OTHER) |
| <input type="checkbox"/> ASSETS (2 MONTHS BANK STATEMENTS, IRA, 401K, RETIREMENT, GIFT) | <input type="checkbox"/> W2'S (2 YEARS)                  |
|   | <input type="checkbox"/> TAXES (2 YEARS)                 |

## LOAN INFORMATION

- |                                      |  |
|--------------------------------------|--|
| <input type="checkbox"/> LENDER PAID | <input type="checkbox"/> BORROWER PAID |
| <input type="checkbox"/> FHA         | <input type="checkbox"/> VA            |
| <input type="checkbox"/> CONV        | <input type="checkbox"/> OTHER         |

## LOAN PROGRAM

- |  |                                       |
|--|---------------------------------------|
| <input type="checkbox"/> W2 ONLY                 |                                       |
| <input type="checkbox"/> 1 YEAR TAX RETURNS      | <input type="checkbox"/> 2 YEAR TAXES |
| <input type="checkbox"/> 1% DOWN PAYMENT         | <input type="checkbox"/> NO DOC LOAN  |
| <input type="checkbox"/> DOWN PAYMENT ASSISTANCE | <input type="checkbox"/> OTHER        |

## INCOME

- |  |                                      |
|--|--------------------------------------|
| <input type="checkbox"/> PAYSTUBS      | <input type="checkbox"/> RENTAL      |
| <input type="checkbox"/> RETIREMENT    | <input type="checkbox"/> ALIMONY     |
| <input type="checkbox"/> CHILD SUPPORT | <input type="checkbox"/> FOSTER CARE |
| <input type="checkbox"/> DISABILITY    | <input type="checkbox"/> OTHER       |

## ASSETS

- |  |                                |
|--|--------------------------------|
| <input type="checkbox"/> BANK STATEMENTS         | <input type="checkbox"/> 401K  |
| <input type="checkbox"/> IRA                     | <input type="checkbox"/> GIFT  |
| <input type="checkbox"/> SCHEDULE OF REAL ESTATE | <input type="checkbox"/> OTHER |

## CREDIT

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STUDENT LOANS

FORECLOSURE

MODIFICATION

SHORT SALE

DISPUTES

## LIABILITIES

TAX

LIENS

## DISCLOSURES

DISCLOSURES SENT

DISCLOSURES SIGNED

FILE SUBMITTED

FILE APPROVED

APPRAISAL ORDERED

APPRAISAL REPAIRS NEEDED

1004 ORDERED

1004 COMPLETED

TERMITE ORDERED

TERMITE REPAIRS NEEDED

TERMITE CLEARANCE RECEIVED

WETSIGNED ORDERED

WETSIGNED RECEIVED

4506 ORDERED

4506 RESULTS IN

SS89 ORDERED

SS89 RESULTS IN

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