



800 West Grant Highway
PO Box 255
Marengo, IL 60152
Phone 815-568-4100
Fax 815-568-4138
www.prairiecommunitybank.com

REAL ESTATE APPLICATION CHECKLIST

After you have reviewed your “Loan Estimate” and have made the decision to proceed with your mortgage application, please provide the following documentation:

VERIFICATION OF INCOME:

- Two most recent pay stubs with YTD Totals (if YTD not available, 1 month of paystubs)
- Last two years’ W2’s
- Last 2 Years’ signed tax returns with all schedules
- Last 2 Years’ of Corporate, Partnership, or LLC, signed tax returns, including K1’s, if applicable
- Signed 4506T Form
- Social Security and/or Pension Award Letter, if applicable.
- Alimony, child support, or separate maintenance income if used for repaying debt, last 12 months must be verified.

VERIFICATION OF DEPOSITS:

- 2 months history of bank, credit union, and/or brokerage statements.

VERIFICATION OF RENTS:

- Verification of rent payments, minimum 12 months

PURCHASE INFORMATION:

- Copy of executed purchase contract (with all riders)
- Copy of Listing Sheet
- Copy of contract to sell present home – if applicable.

REFINANCING INFORMATION:

- Most recent mortgage statement
- If financed with a private party, proof of last twelve months payments and signed letter from contract holder stating payment needed to transfer title.
- Current Homeowners Insurance Policy and Flood Insurance Policy if applicable, with annual premium noted
- Current tax bill

CONSTRUCTION INFORMATION:

- Set of Blueprints or Construction Plans
- Sworn Contractor’s Statement
- Legal Description

ADDITIONAL INFORMATION:

- Copy of trust documents if property is held in a revocable or Illinois Land Trust
- Copy of Bankruptcy discharge documents, if applicable