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## ***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:**

- 30 days most recent pay stubs
- Last 2 Years’ signed Federal Tax Returns (including all schedules) and W2 forms
- Last 2 Years’ of Corporate, Partnership, or LLC, signed tax returns, including K1’s, (if applicable)
- 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 bank, credit union, and/or brokerage statements

### **VERIFICATION OF RENTS:**

- Verification of rent payments, minimum 12 months (if applicable)

### **PURCHASE INFORMATION:**

- Copy of executed purchase contract (including all riders)
- 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:**

- Blueprints and/or Construction Plans
- Sworn Contractor’s Statement(s)
- 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)