

RCSBank Mortgage Loan Checklist

Thank you for considering RCSBank for your mortgage needs! Below is a simple checklist to aid you in gathering information necessary for us to process your mortgage loan request. Providing this information will expedite the loan process.

THE APPLICATION: Please print out and complete the application in its entirety, providing name(s), addresses, account numbers and balances (if applicable), employers (2 years minimum), assets (checking, savings, etc.) and liabilities (loans).

****With the implementation of the TILA-RESPA Integrated Disclosure rule on October 3rd, 2015, Lenders may not require the submission of documents verifying information related to the Consumer's application before providing a Loan Estimate****

While we may not require you to provide information and documentation in advance of receiving the Loan Estimate, you may choose to do so in order to expedite the loan process.

****After you have signed the intent to proceed with this application, we will be able to proceed****

FINANCIAL STATEMENTS

- Two years personal income tax returns (complete 1040) along with W2's
- YTD pay stubs covering the past 30 days
- Three months of bank statements

If you are self-employed:

- Three years company complete tax returns
- YTD financial statements for the company (most recent quarter)
- P & L balance sheet

ADDITIONAL INFORMATION

For a purchase:

- Sales Contract with original signatures of buyer & seller
- Real estate company name, agent's name, address & phone number
- Estimate of annual taxes & homeowner's insurance
- Copy of cancelled check for earnest money

For a refinance:

- Current homeowner's insurance policy
- Copy of existing title insurance policy (if applicable)
- Survey (if applicable)
- Assessed value of home and/or copy of paid real estate tax receipt for the most recent year.
- Mortgage statement

Please contact one of our mortgage lenders and they will be happy to set up an appointment with you.

In accordance with the provisions of the Secure and Fair Enforcement for Mortgage Licensing Act of 2008 (SAFE Act) and Subpart 1 of Federal Reserve Board Regulation H adopted there under, RCSBank is a registered Mortgage Loan Originating (MLO) financial institution. All loan officers who are authorized to originate mortgage loans are also registered. To find out more information about what this registration means and to inquire as to our financial institution information and information about our mortgage loan originators, please visit <http://www.nmlsconsumeraccess.org/>

THE FINANCING OF YOUR HOME IS A MAJOR STEP IN HOME OWNERSHIP AND WE WILL MAKE EVERY EFFORT TO HANDLE YOUR REQUEST IN AN EFFICIENT AND PROFESSIONAL MANNER.