

CUSTOMER CHECKLIST

_____ Application

Financial Information

_____ 2 Years tax returns including all W-2's

_____ 3 Years tax returns if self employed

_____ Current Profit and Loss statement *if applicable*

_____ Copies of last two years Profit and Loss statements *if applicable*

_____ Current months pay stubs

_____ Social Security Awards letter *if applicable*

_____ Copies of any other income *if applicable*

_____ Copies of 401K, P.E.R.S, S.E.R.S., Stocks and Bonds, CD's, etc. statements *if applicable*

_____ Dissolution or Divorce papers

_____ Child Support papers

_____ Separate maintenance agreement

_____ Copies of 3 most recent bank statements

Collateral & Insurance

_____ List of collateral for proposed loan

_____ Purchase contract – including Social Security #s of Sellers and all addendums fully executed

_____ Proof of insurance for collateral including agent's address & phone number

 a) Flood Insurance, if applicable

 b) Rider Insurance, if applicable – construction loans

_____ Copy of deed showing legal description & filing date for R/E mtg only/or when taking crops as collateral

_____ Copy of Tax Duplicate listing Parcel ID number

_____ Assignment of Life Insurance Policy

In order to serve you in a timely manner, please return all documents within 24 hours to your loan officer and Thank you for banking with First State