



609 W 21st Street | Yankton | SD | 57078  
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## HOME LOAN DOCUMENT CHECKLIST

Explorers Credit Union strives to make the home loan process as fast and easy as possible! The checklist below will outline the documents you'll need to bring based on your home ownership journey.

	PURCHASE	REFINANCE	HELOC	CONSTRUCTION
<b>Completed Mortgage Application</b>	▲	▲	▲	▲
<b>Identification:</b> You will need to provide a copy of your license or state ID, and possibly your Social Security card.	▲	▲	▲	▲
<b>W-2s:</b> Provide the previous year's W-2 from your employer.	▲	▲	▲	▲
<b>Self-Employed:</b> If you are self-employed or get paid commissions, you'll need to show your previous two years of tax returns and the business returns you filed for your company, including all schedules and the personal, partnership, and corporate, if applicable.	▲	▲	▲	▲
<b>Pay Stubs:</b> Gather your most recent pay stubs covering the last 30 days.	▲	▲	▲	▲
<b>Outstanding Debts:</b> If you owe any money, document how much debt you owe and to whom on the application.	▲	▲	▲	▲
<b>Home Purchase Contract:</b> You'll need to provide a signed contract (by you and the seller) that shows you are ready to purchase a new home.	▲			
<b>Legal Description:</b> Bring the complete legal description of the property to be financed.	▲	▲	▲	▲
<b>Current year's tax assessment:</b> Bring from the county where the property is located. Proof of annual taxes.	▲	▲	▲	▲
<b>Howeowner's insurance agent and/or insurance binder including annual premium.</b>	▲	▲	▲	▲
<b>Statement for amount owed on outstanding mortgage(s):</b> Most recent.	▲	▲	▲	
<b>Pictures:</b> If you are borrowing \$49,900 or less please provide pictures of all four (4) sides of the outside of the house.	▲	▲	▲	
<b>Materials List, blue prints and contractor agreement</b>				▲



DISCOVER THE DIFFERENCE.