

# CARROLLTON BANK

## Time Saver Processing

To help speed your loan application through approval process, here is a list of items you should provide to your Carrollton Bank Loan Officer:

\_\_\_ PURCHASE AGREEMENT – if you are purchasing a new home, please include a copy of the earnest money check.

\_\_\_ PAYCHECK STUBS – Please provide copies of your paycheck stubs covering the last 30 days.

\_\_\_ FEDERAL TAX RETURNS – Please provide copies of your returns for the last 2 years, complete with all schedules and W-2's for each borrower. If you are self-employed, please provide copies of your returns for the last 3 years. (Personal and corporate returns and a current P&L are required.)

\_\_\_ BANK STATEMENTS – Please provide copies of the past 3 monthly statements from each bank where you have an account.

\_\_\_ RETIREMENT ACCOUNT STATEMENTS – Please provide a copy of your most recent statement showing your account balance.

\_\_\_ MUTUAL FUND ACCOUNT STATEMENTS – Please provide a copy of your most recent statement.

\_\_\_ RETIREMENT, SOCIAL SECURITY, SUPPORT, ALIMONY – Copies of award letters, checks, and court support ledgers are acceptable proof of income.

### Other Items May Include:

\_\_\_ SIGNED DIVORCE DECREE

\_\_\_ NAME AND ADDRESS OF LANDLORD

\_\_\_ COPY OF TITLE INSURANCE POLICY

\_\_\_ PAID REAL ESTATE TAX RECEIPT

\_\_\_ COPY OF HOMEOWNER'S INSURANCE POLICY