



# CORNERSTONE

---

## MORTGAGE <sup>LLC</sup>

NMLS#140031

Thanks again for your business and welcome to the NEW Cornerstone Mortgage family. To help you prepare for completing a mortgage application, I've included a checklist of items, if you elect to proceed with an application.

**Borrower**

**Co-Borrower**

- |       |       |  |
|-------|-------|--|
| _____ | _____ | Current paystubs: covering a 30 day period.  |
| _____ | _____ | Last two years of employment: addresses, phone numbers, and position / title. Date started employment and date employment ended.                 |
| _____ | _____ | Last two years of W2's and taxes.  |
| _____ | _____ | Last two months of statements for checking, savings, and any other assets – <b>all pages.</b>  |
| _____ | _____ | Most recent statement – 401K, Mutual Fund, IRA's, stocks, etc. – <b>all pages</b>  |
| _____ | _____ | If you have less than a two year work history due to being in school, please provide a school transcript to document attendance.                 |
| _____ | _____ | If construction loan – copy of current land financing. Building plans and costs breakdown  |
| _____ | _____ | A photo copy of your driver's license and social security card – if available.   |
| _____ | _____ | Please provide realtor information, if you are already working with an agent.  |
| _____ | _____ | Home insurance agency information including name and phone number of your insurance agent. Home insurance needs to be paid for a one year period |
|       |       | <b>If applicable – the following:</b>  |
| _____ | _____ | Bankruptcy Paper / Discharge Papers – <b>all pages</b>   |
| _____ | _____ | Child Support Decree – receive or payout   |
| _____ | _____ | Documentation of Satisfactions / Judgments or Liens  |

Please call if you have any questions.

**Thank you,**

Angela LeBreck  
Office (920) 347-1644, Cell (920) 360-9169, Fax (920) 429-1476  
angela@csm-wi.com