

## CHECKLIST OF MATERIALS TO SUBMIT

DON'T DELAY. FOR QUICKEST PROCESSING, SEND YOUR COMPLETED APPLICATION AND ANY OF THE ITEMS LISTED BELOW THAT YOU CURRENTLY HAVE ON HAND. FORWARD ADDITIONAL ITEMS WHEN YOU HAVE THEM AVAILABLE. RECEIPT OF YOUR SIGNED APPLICATION ENABLES AMERICAN FEDERAL TO ORDER YOUR CREDIT REPORT AND APPRAISAL IMMEDIATELY.

1. **RESIDENTIAL LOAN APPLICATION.** Complete only: sections II, III, IV, V, VI, VIII, and IX.
2. **APPLICATION FEE.** The application fee for a one-family house, condo, or townhouse is \$200; for a two, three, or four family home the fee is \$500. Payable to: AMERICAN FEDERAL MORTGAGE CORP.
3. **PAYSTUBS.** Please submit most recent paystubs from your present employer. (One Month)
4. **TAX RETURNS.** Copies of your most recent Federal Tax Return, sign and date the copies, along with all schedules and **W-2 FORMS**. If you are self-employed; Corporate/Partnership Tax returns and a year-to-date profit and loss statement signed by you should be submitted.
5. **ASSET ACCOUNTS.** Please submit your latest monthly or quarterly statement from each asset account: checking, saving, money markets, CD's, brokerage accounts, IRA's, pensions, etc.
6. **COPY OF THE FULLY EXECUTED CONTRACT OF SALE.** For both the homes you are purchasing and selling (if applicable). **Include your realtor's name and phone number.**  
**FOR REFINANCES:** please provide a copy of the deed.
7. **IF A GIFT IS BEING USED, PLEASE CALL FOR PROPER DOCUMENTATION.**
8. **THE FOLLOWING FORMS ARE ENCLOSED, PLEASE SIGN:**  
BORROWER'S CERTIFICATION AND AUTHORIZATION FORM.  
DESCRIPTION OF CHARGES  
OCCUPANCY CERTIFICATION  
EQUAL CREDIT OPPORTUNITY ACT DISCLOSURE

**AMERICAN FEDERAL MORTGAGE CORP.**  
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Licensed Mortgage Bankers-Equal Housing Lender