Home Loan Checklist

Whether you’re a first-time buyer or a seasoned home owner, here is everything you’ll need to keep the process running quickly and smoothly.

Applying is the first step. If you’re buying, this leads to pre-qualification, which will help you determine what you can afford.

Having the following information ready before you start will speed up the process.

- Your current address and any other addresses for the past two years
- Valid driver’s license and proof of homeowner’s insurance
- For a purchase, you’ll need bank and retirement account statements for the past two months (all pages); for a refinance, we’ll let you know what’s needed.
- Income history for the past two years
- W-2s for the last two years and proof of income for the past 30 days
- Self-employed or commission income earners: last two years’ tax returns with all associated schedules
- If applicable, the most recent mortgage statement(s) for all properties you own

**Home Loan Process**

1. **Prepare for Your Home Loan**
   - Have this information available:
     - Your monthly income
     - Employment history for the past two years
     - How much you have for a down payment
     - List of monthly debts

2. **Loan Application**
   - You’ll be asked to provide the following:
     - Two most recent paystubs (past 30 days)
     - Most recent mortgage statement(s) for all properties you own
     - All pages of bank statements for the last two months, including retirement accounts
   - You may also be asked to provide:
     - Last two years’ tax returns with all schedules

3. **Processing Your Loan**
   - Solarity will:
     - Verify the info you have provided
     - Ask for additional documentation requested by our processing team
     - Order an appraisal,* title report and flood certification
     - Note: appraisal can take up to 8 weeks
     - Set up escrow (if a refinance)
     - Present your loan estimate, completed application and disclosures for your review and signature
     - Signing these upon receipt helps expedite your application
     - Utilize a team of experts to underwrite your loan
     - Notify you of your initial loan approval
     - Present your initial closing disclosure
     - Obtain a binder from your homeowners insurance agent

4. **Initial Loan Approval***
   - Solarity will:
     - Ask for any additional items requested by the underwriter

5. **Final Approval***
   - Solarity will:
     - Send appraisal (if applicable) to underwriter for final approval
     - Notify you upon final approval of your loan
     - Present your initial closing disclosure
     - Obtain a binder from your homeowners insurance agent

6. **Closing and eSigning***
   - Solarity will:
     - Introduce your Closing Coordinator who will schedule your eSigning appointment
     - Provide loan documents for you to review before you sign
     - On the Big Day!
       - Walk you through signing your loan documents
       - Authorize recording and wire funds to escrow for disbursement

**Let the celebration begin!**

*solaritycu.org

*All loans subject to approval. Equal Housing Opportunity. Membership required. Federally insured by NCUA. Rev 03.22