

Home Loan Document Checklist

Date Needed / Notes

Income Documents

- Current pay stubs for most recent month (30 days)
- W-2's, K1's and/or 1099's for the most recent two years
- Personal Federal tax returns for the last two years (form 1040 or 1040A)
- Current rental agreement for investment properties

SELF EMPLOYED:

If you own 25% or more of a corporation:

- Federal corporate tax returns for the last two years (form 1120 or 1120S)

If you have 25% or greater interest in a general partnership:

- Last two years Federal partnership tax returns (form 1065)
- Year-to-Date profit and loss statement (for business entities except Schedule C borrowers)
- Balance sheet

TRUST INCOME:

- Trust agreement, statement of trust assets/liabilities and signed Federal income tax returns for the last two years, including all schedules

RETIRED:

- Retirement award letter—all pages
- Pension award letter—all pages
- Social Security award letter—all pages
- Two months bank statements showing receipt of award

Asset Documents

- Bank account statements (including written explanations and sources of large deposit transactions) for the most recent two months—all pages
- Investment statements (401k, IRA, stocks and bonds, etc.) for the most recent two months—all pages
- Final HUD-1 Settlement Statement or Closing Disclosure for all recently sold properties
- Fully executed gift letter with evidence of transfer—all pages
- Taxes and Insurance of free and clear properties



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Homebuying Document Checklist

Date Needed / Notes

Debt Documents

- Current 1st mortgage and HELOC statement showing breakdown of principal, interest, taxes and insurance
- Current HOA maintenance fees statement
- Current property tax assessment
- Home equity loans and lines of credit
- Loans not listed on the credit report
- Student loans

Miscellaneous Documents

- Fully executed purchase contract
- Identification (valid driver's license or other government issued photo ID)
- Divorce decree—all pages
- Evidence of child support and/or alimony payments for the most recent 12 months
- Bankruptcy paper—all pages
- Homeowner's and hurricane insurance (declaration page showing expiration dates, premium, coverage, agent and agency information)
- Long Form Deed of Trust (if property is held or will be held in a trust)
- Power of Attorney
- Statements for all accounts to be paid off at closing
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Offer of credit is subject to credit application and approval.

Phone: 808-356-4000 | Toll-Free: 1-800-342-8422
Main Office: 225 Queen Street, 5th Floor • Honolulu, HI 96813

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