

Landmark Financial
1280 S. Victoria Avenue
Ventura, Ca. 93003

APPLICATION DIRECTION

Dear Applicant(s),

Thank you for entrusting *Landmark Financial*, to service your mortgage loan needs. The following is a list of information that will be required to process your loan.

PLEASE PROVIDE COPIES OF THE FOLLOWING

- Last two years 1099's / W-2's.
 - **TWO (2)** paystubs covering one month.
 - Two months bank statements for each savings/checking account (all pages)
 - Most recent statements for 401K's Mutual Funds, Money Market, ETC.
 - Current Declaration Page (Hazard Insurance) when refinancing.
 - Verification of any other income, ie: pension, retirement, award letter for Social Sec.
 - Mortgage coupon and/or statement (when refinancing).
 - Purpose of Cash-Out letter (when refinancing).
 - Rental agreements on all rental properties, if applicable.
 - Appraisal of the subject property will be done at a cost of approximately \$ 450.00. **THIS IS C.O.D. AND IS NOT REFUNDABLE.** Cost of appraisal will vary depending on the type of property, its size and value.
 - A legible / valid driver's license.
 - Provide credit card information to order appraisal (Mastercard or Visa only).
 - Provide your e-mail address. Your lender will be corresponding with you. Please print the address clearly:
-
- Considering impounds for taxes and insurance? Ask your loan agent for information.

If self-employed provide copies of the following, if applicable:

- Last two years personal federal income tax returns and all schedules.
- If incorporated – last two years corporate returns
- If you have a partnership – last two years partnership returns & K-1's

We request that you follow these instructions carefully to help expedite the processing of your loan. Please do not hesitate to call this office if you have any questions.

Thank you for doing business with Landmark Financial