



APPLICANT INFORMATION CHECKLIST **PROGRAM FOR REFINANCE**

- Original** Loan Application and Disclosures.
 - Application fee** of \$550 (U.S. Dollars) for credit report and appraisal fees.
 - Copy of Passport** and visas (if applicable.)
 - E-Mail address:** _____
 - Verification of Source of Funds:**(No Credit Cards)(No Gifts)
(No Loans)
 - Copy of most recent **3** months bank statements for each USA & Foreign accounts to be used for reserves (Personal checking, savings, stocks, etc.) Provide proof of account ownership and account number for each bank account.
 - Verification of Employment:**
(2 years of continuous employment - same line of work)
 - Salaried:**
 Original letter of employment completed on company letterhead signed by the employer to include: 1.) Current Position
2.) Length of Employment
- OR**
- Self-employed:**
 - Original letter completed on letterhead signed by Independent Accountant to include: 1.) Current Line of Work
2.) Length of Self-Employment
 - Copy of Warranty Deed (Deed to Florida House)
 - Copy of Home Owners Insurance (Florida House)
 - Copy of Title Insurance (Florida House)
 - Copy of Survey (Florida House)
 - Copy of Settlement Statement (Florida House)
 - Copy of Current Mortgage Statement
 - Management Companies details.

All documents must be **updated** 60 days prior to completion of property.

All documents must be translated into English as necessary.

Return each item that is required to ensure your application will not be delayed nor denied.

