

# Affordable Housing Program Mortgage Documentation Checklist



RBC Bank

Here is a convenient list of the documents that are needed to complete your mortgage application.

## BORROWER INFORMATION

Borrower 1 Name: \_\_\_\_\_

Borrower 2 Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

E-mail: \_\_\_\_\_

Closing Date: \_\_\_\_\_

## IDENTIFICATION (FOR ALL BORROWERS)

- Copy of Driver's License
- Copy of U.S. Social Security Card

## INCOME DOCUMENTS (FOR ALL BORROWERS)

- Most recent paystub(s) covering a 30 day period (if paid weekly submit four (4) paystubs; biweekly submit two (2) paystubs)
- Most recent two years of tax returns (to include all pages and schedules even if blank)
- Most recent two years of W2 statements (statement of wages paid)
- Pension, Disability or Social Security (award letter)

## ASSET DOCUMENTS (FOR ALL BORROWERS)

- Most recent two months of bank statements (to include all pages even if blank) for all accounts
- 401 K statement (to include all pages even if blank)

## ADDITIONAL DOCUMENTATION

- Letter of explanation for any derogatory credit within the last two years
- Completed and signed RBC Bank Household Income Form

