



MORTGAGE LOAN DOCUMENTATION CHECKLIST

With every mortgage loan, CBL State Savings Bank requests the following documentation during your loan process. Though ***not required*** at the time of application, providing the requested documents at said time can help expedite your loan process. Please reach out to us, or your Loan Specialist, if you have any questions or concerns.

INCOME AND ASSET VERIFICATION DOCUMENTS

- Ninety (90) days' worth of paystubs
- Previous two (2) years' W-2 statements
- Previous two (2) years' complete tax returns
- Sixty (60) days' worth of bank statements
- IF RETIRED: A copy of current year's Social Security Awards Letter and/or a copy of your pension income
- IF PAYING ALIMONY OR CHILD SUPPORT: Documentation need only to be revealed and verified if considered income and a source of repayment.
- A completed 'Personal Financial Statement'; provided by your Loan Specialist or found online at, www.CBLBankLocal.com

ADDITIONAL VERIFICATION DOCUMENTS AND INFORMATION

- Residential address for previous two (2) years
- If applicable, documentation stating Homeowner Association Dues (HOA) and payment frequency
- IF RENTING: Landlord contact information; to verify payment history
- IF PURCHASING: A copy of the sales contract
- IF REFINANCING: Your current mortgage lien holder's information and account number
- IF CONSTRUCTING: A full set of house plans and specifications. A completed 'Contractor Cost Estimate Statement'; provided by your Loan Specialist
- OTHER DOCUMENTS:** *Additional, specific, documents requested:*
 - _____ _____
 - _____ _____

CONTACT INFORMATION

Greer Office
 229 Trade St | Greer SC 29651
 (864) 877-2054

Landrum Office
 1401 E Rutherford Rd | Landrum SC 29356
 (864) 457-1516

