# Home Equity Document Check List

**All Requests**
- Loan application completed and signed.
- Two most recent pay stubs from each borrower.
- If alimony, child support or separate maintance is being used as income, a copy of the agreement.
- Last two years W-2 Forms for each borrower (tax years _____ and _____).
- Last two years Federal Tax Returns with all schedules (tax years _____ and _____).
- Deed to property being mortgaged.
- Copy of current tax bills/receipts (school, town/county, village taxes).
- Name of bank holding current mortgage on property.

**Borrowers with Rental Property**
- Copies of lease(s) if rental income is received.

**Self-Employed Borrowers**
- Last two years business tax returns with schedules (tax years _____ and _____).
- Year to date financial statement.
- Other
  - Please indicate loan purpose.
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I authorize the following individual to request title insurance on the subject property:
- Bank Attorney
- My/our Attorney: 
- Bank Attorney to order an update/reissue of the title policy described as follows:

<table>
<thead>
<tr>
<th>Abstract Company Name</th>
<th>Title Insurance Policy Number</th>
<th>Abstract Company Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Borrower</td>
<td>Date</td>
<td>Borrower</td>
</tr>
</tbody>
</table>

(revised 10/05)