



Mortgage Loan Application – Required Items Checklist

PLEASE NOTE APPLICATIONS WILL NOT BE PROCESSED WITH OMAHA 100 UNTIL ALL ITEMS FROM THIS CHECKLIST ARE TURNED IN

- **Mortgage Credit Report Fee (\$75.09 – Single/\$97.93 – Married)**
 - This fee can be paid by credit card online through the application portal.
 - If not able to pay online by credit card, please-make-out- Check or Money Order to Omaha 100, Inc.
 - **This Fee is Non-Refundable**
- 2 years of residency (name & address of landlord(s) within the last 2 years)
- 2 years of employment (name & address(s) of all employers within the last 2years)
- 2021,2022,2023 tax returns with W-2 forms. Make sure taxes are signed
- Bank statement(s) 60-day history (2 months). CLIENT'S NAME/BANK NAME/ACCOUNT NUMBER IS NEEDED ON STATEMENTS
- 401K – Most current quarterly statement (if applicable)
- Most recent pay stubs, 30-day history
- Driver's License/Photo I.D./Permanent Residency I.D./Certificate of Naturalization
- Social Security Card for all Applicants
- Proof of Child support – 12 month history (if applicable)
- Verification of supplemental income (i.e. Social Security, Veterans Benefits, etc.)
- Divorce Decree (All Pages)
- Bankruptcy papers with discharge notification (All pages)
- Signed purchase agreement
- Write a letter stating why you want to become a homeowner
- Write a letter stating how your closing cost will be covered
- 1st PAY STUB of 2024 is REQUIRED – (Time Lapse Purposes)
- **CHILDREN OVER THE AGE OF 18 MUST BRING IN ANY EMPLOYMENT DOCUMENTATION OR SCHOOL TRANSCRIPTS (IF APPLICABLE)**