



WVOE ONLY STANDALONE 2ND LOAN

Submission Checklist

To send this WVOE only closed-end 2nd loan to underwriting, we'll need:

- Acceptable documentation forms
 - FNMA Form 1005. Must be fully completed (current gross pay, YTD earnings, past 2 years earnings) by an authorized company representative (Owner, Officer, HR).
 - Equifax (The Work Number)
 - Finicity (TXVerify)
 - Any other acceptable online income data vendor
- 2 months personal bank statements supporting WVOE employment wages
- Assets – 2 months consecutive statements for down payment, reserves, and closing costs
- For subject property:
 - Mortgage statements including HOI, HOA, and tax info
 - Purchase contract (if applicable)
 - Prelim or property profile showing purchase, ownership, and lien history
 - 1076 condo cert (if applicable)
- For non-subject properties:
 - Personally held REO and properties reporting on credit must be disclosed on the 1003
 - Mortgage statements including HOI, HOA, and tax info
 - If owned free and clear, property profiles showing purchase, ownership, and lien history
- Credit report (within 60 days)
- Government-issued ID
- Estimated settlement statement from title/escrow (unless using Smart Fees)
- Borrower(s) to sign initial disclosures upon receipt