



28720 Roadside Drive, Suite 300
 Agoura Hills, CA 91301
 Telephone: (818) 865-0600
 Fax: (818) 865-2508

Date: _____
 Borrowers Name: _____
 Property Address: _____

Loan Information Data Sheet

Our primary goal is to obtain a loan for your loan application, the following information is needed. Please supply us the following as soon as possible.

I. INCOME INFORMATION

- _____ W-2's for years _____
- _____ Federal tax returns, with all schedules for years _____
- _____ Year-to-date Profit & Loss statement for years _____
- _____ Federal Corporate tax returns for years _____
- _____ Partnership returns for years _____
- _____ K-1's for all partnerships reported in personal returns _____
- _____ Current pay stubs for all borrowers (30 day period)
- _____ Evidence of all CD's, Bank & Brokerage Accounts, Account Numbers, Institution with Address and zip code (last 3 months or quarterly statement) PLEASE PROVIDE ALL PAGES
- _____ Employment Contract or Deal Memo

II. OTHER INFORMATION

- _____ Diploma, Credentials, Bio
- _____ Copy of Green Card & Driver License
- _____ Gift Letter & Supporting Source Account Statement
- _____ Rental Agreements
- _____ Evidence of Social Security, Pension or other income received
- _____ Social Security Award letter
- _____ Statement to reflect retirement accounts such as, 401K, IRA or JCP (last 3 months or quarterly statement) PLEASE PROVIDE ALL PAGES
- _____ Evidence of any notes held by you or any other borrower (copy)
- _____ Purpose letter, explaining the purpose for the refinance
- _____ Complete final divorce decree and settlement documents
- _____ Complete bankruptcy papers & evidence of discharge
- _____ Explanation surrounding bankruptcy and/or derogatory credit information
- _____ Closing statement when originally purchased if purchased within 3 years
- _____ Copy of sale escrow instructions on your present home
- _____ Name, Address, Phone number of present Landlord.
- _____ Current Lender, address with zip code, loan number (copy of payment coupon)
- _____ Auto loan, lender address with zip code, loan number (copy of payment coupon)
- _____ If auto loan is paid by business, please copy the last 12 months cancelled checks (front & back) or reimbursement receipts
- _____ Copy of last 12 months cancelled checks (front & back) or receipts for mortgage
- _____ Copy of last 12 months cancelled checks (front & back) or receipts for rent payments made
- _____ Copy of escrow deposit receipt and purchase agreement
- _____ Permits on any additions to house
- _____ Check made payable to Pacific Coast Lending in the amount of \$_____ for factual credit report and / or appraisal
- _____ Home Improvement invoices and/or cancelled checks

III. CONDO INFORMATION

- _____ Articles of Incorporation, Current Budget, Bylaws, CC&R's
- _____ Copy of Master Policy with Fidelity Coverage
- _____ Name, Phone number and Address of company managing the project
- _____ Homeowners Association Pres. & phone number
