REALTPO
ALL WHOLESALE • ALL THE TIME

P&L Submission Checklist

Borrower Name _____ Loan Number _____

Required for initial credit file

- ☐ Credit Report
- ☐ Valid ID for all borrowers
- ☐ Document 12-month housing history (if not reported on credit report, cancelled check, mtg/rental statements including rental history etc. A VOM/VOR by a private party must be supported by cancelled checks
- ☐ Preliminary Title Report/Title Commitment on refinance (on purchase, ok to follow) – Not required at time of submission in FL, NJ, and PA
- ☐ Signed purchase contract with all addendums and counteroffer(s)

REO:

- ☐ Hazard Insurance Dec Page, Property Tax Bill, Mortgage Statement, and HOA statement for each property owned
  If using rental income for qualifying provide:
- ☐ Copy of the lease(s) for the rental property and
- ☐ Two months proof of receipt of rental income and deposits into a separate bank account. Rental deposits to the business income analysis are not eligible

ASSETS

- ☐ 2 months Personal Bank statements for down payment, closing, and reserves any large deposits must be sourced
- ☐ Cash out proceeds may be used to satisfy reserve requirement

INCOME

- ☐ 12 or 24 month year to date P&L prepared by a licensed tax preparer. Must include valid license number