



GLENWOOD STATE BANK

Checklist for a Home Loan Application

Personal Information:

- Two most recent pay stubs, two years of W-2's, and Federal Tax Returns (all pages and schedules)
- Most recent two years of Form 1099's and Form K-1's
- Most recent two years of Business Federal Tax Returns, if applicable (all pages and schedules)
- Contact information for your Human Resources Representative; if Self Employed, contact information for your Certified Public Accountant
- Two years of residence history (address and length of stay at each residence)
- Social Security Number and date of birth
- Copy of unexpired photo ID (driver's license)

Assets

- Statements from the prior two months of all asset accounts (checking, savings, IRA, stocks, 401K, etc.) **IMPORTANT NOTE:** Complete statements are required; all pages must be present, even if they are blank. Transaction histories and screenshots will not be accepted by the underwriter.

Additional Properties Owned:

If you own additional property, be prepared to provide the following for each property:

- Copies of your most recent mortgage statements for all properties owned
- Copies of all leases
- Condo owners must provide the contact name and phone number for the condo management company and Insurance Agent holding the policy for your unit specifically
- Single family owners must provide the name and number of your Homeowners Insurance Agent

Miscellaneous Documents & Information

If you are Purchasing:

- Sales contract signed by all parties (upon receipt)
- Copy of cancelled earnest money checks (upon receipt)
- Contact information for your Homeowners Insurance Agent
- Contact information for your current landlord

If you are Refinancing:

- Your current mortgage statement
- Copy of loan paperwork for any second mortgages
- Contact information for your Homeowners Insurance Agent

*** Please note: additional documentation may be required ***

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