

## Mortgage Documents Checklist- Document required for all applicants

### APPLICATION & ID

- Signed mortgage application & consent
- Copy of a government ID / Driver Licence

### INCOME DOCUMENTS

#### FOR EMPLOYED

- 2 Latest pay stubs
- Employment letter on letterhead
- Two most recent years of tax returns (Notice of Assessments & T4s)

#### FOR SELF EMPLOYED

- Business licence or certificate of incorporation
- Two most recent years of personal T1 Generals & Company Financials
- 2 Most recent personal Notice of Assessments (if there is a balance owing, I need confirmation that it has been paid off)

### ASSETS

- Statement of Savings/ TFSA
- Statement of other assets such as RRSP, Investments, Life insurance

### EXISTING PROPERTY INFO (if you own a home)

- Existing Mortgage Statement if applicable
- Existing property tax statement if applicable and proof that property taxes have been paid
- Last AGM notice to confirm strata fees/ OR email from Strata manager
- Rental agreement- if applicable

If you have any questions at all please do not hesitate to contact me at 778. 686. 8142 or via email: [atrina@mortgagebyatrina.com](mailto:atrina@mortgagebyatrina.com)

\*\*\* NOT Sure what documents to provide? Please refer to this post on my website for details: <http://mortgagebyatrina.com/blog/5-essential-documents-mortgage/>

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