

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

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