

# Professional Mortgage Solutions, Inc.

1776 Legacy Circle, Suite 107

Naperville, IL 60563

Phone: 630-717-3600 Fax: 815-366-8072

[pmsi@pmsi.us](mailto:pmsi@pmsi.us)

## PHOTOCOPIES ONLY

- Sales Contract with Addendum and Riders
- Earnest Check copy.(Need canceled check after deposited and transaction history)
- W-2's for – Past 2 yrs (( tax returns (all pages) if you are self- employed or if you own any rental property ( personal and business)) – ALL PAGES
- If self- employed, copy of corporate Tax returns for past 2 yrs. We may need year to Date P & L statement if requested by underwriter.
- Two most recent pay stubs on Borrower and Co-Borrower
- Two most recent statements on bank accounts
  - Checking (ALL PAGES), Savings (ALL PAGES)
  - Money Market (ALL PAGES) ,CD's etc. (ALL PAGES) -- OPTIONAL
- Recently quarterly statements on
  - 401K (ALL PAGES) - OPTIONAL
  - Investments (ALL PAGES) - OPTIONAL
- Name and number of Home Owners Association (even if it is single family home)
- Condo – If your home is Condo, bank need by-laws and declarations. (s/b in your closing package from the purchase)
- Employment verification contact details - both Borrower and Co- Borrower. For many big Corporations, you can go to the website <http://www.theworknumber.com> and generate a salary key (OPTIONAL)
- If you work less than 2 yrs on the current job, please provide us your PRIOR HR info.
- Copy, If applicable, of Green Card or Visa Status for both Borrower and Co-Borrower (Front and backside of the Green card)
- Copy of Driver's License for Borrower and Co-Borrower.

Q's call Ashok Lakshmanan @ 630-205-8676

FAX: 815-366-8072

PMSI PROCESSING TEAM:

SUBHAPRIYA LAKSHMANAN

ALBERTA MOND

