***WHAT TO BRING***

**PROOF OF INCOME:**

**1. Employed (W-2) Employees**

A. Provide Pay stubs showing year to date, rate, hours, gross and net information.  
B. Provide bank statements reflecting the last two months of income deposited.

**2. Self –Employed (1099) Employees NO W-2**

A. Provide bank statements reflecting the last two months of income deposited.  
B. Provide last two months front and back of cancelled checks.

**3. Disability Recipients**

A. Letter of award showing date and financial entitlement received. (Must reflect 2016)  
B. Provide bank statements reflecting the last two months of income deposited.

**4. Proof of Checking**

A. Provide bank checking statement or printout in consumer name dated within 45 days of contract and supports account being open greater than 30 days from contract date.

**PROOF OF RESIDENCY:**

**1.** Provide residence address, residence time and mailing address.  
**2.** Provide bank stmt, credit card stmt, phone bill or utility bill in consumer name, showing physical address, dated within 30 days.

**LANDLORD INFORMATION:**

**1.** Provide landlord's first and last name and phone number.

**EMPLOYER INFORMATION:**

**1.** Provide Employer name, address, phone number and date of hire for all employers.

**PROOF OF INSURANCE:**

**1.** Provide proof of insurance, including company name & phone number.

**REFERENCES:**

**1.** Provide six references with unique phone numbers. Include name, street, city, state and phone. Employer, landlord & 2nd Signer cannot be references.