



95 Jefferson Boulevard, Warwick, RI 02888
(401) 751-7440 ricreditunion.org

Home Equity Loan Request for Documentation

(Only the documents checked must be provided)

INCOME:

- Copies of most recent paystub and last two years W-2 forms for all borrowers
- Self-employment income, business income (corporation, LLC, partnership) or those with rental income must provide signed complete Federal tax returns with all Schedules for the last two years.
- Social Security Award Letters, Pension Statements. Form 1099R and/or Form SSA-1099, if applicable, must be provided.
- Other:

PROPERTY:

- Copy of the Warranty, Quit Claim or Mortgage Deed - including Exhibit "A"
- Copy of most recent Homeowner's Insurance Policy Declaration Page listing premium, coverage, property address and any mortgagee. (For all properties owned)
- Copy of real estate tax bill for the current year. (For all properties owned)
If taxes are paid by mortgage holder, submit last escrow analysis statement or a 1098-1099 year-end tax form.
- Copy of most recent first mortgage statement. (For all properties owned)
- Copy of most recent flood insurance policy. (For all properties owned)
- Copy of condominium bylaws, master insurance policy and proof of monthly condo association fees.
- Copy of trust if property is held in a trust.
The fee for the attorney to review the trust documents and to prepare/record the memorandum of trust is \$275.00 for RI properties (paid outside of closing). Call for a quote for MA and CT properties.
- If applicable, copy of Durable Power of Attorney.
The fee for the attorney to review the Durable Power of Attorney is \$75.00 (paid outside of closing).
- If the purpose of the loan is debt consolidation, please indicate which bills you would like paid and submit statements if requested.
- Co-Owner(s) on the property:
Please be advised, the person(s) listed above is/are on the property and will need to sign the initial disclosures and be present at the closing.
- Other:

