



DOCUMENTS REQUIRED – PURCHASE

Please provide our office with the following information so we may process your application in a timely manner. PLEASE READ CAREFULLY AND FOLLOW INSTRUCTIONS IN ORDER TO PREVENT DELAYS

SELF-EMPLOYED OR COMMISSIONED:

- _____ Complete Personal tax returns (last two years). Please include all schedules **(MUST BE SIGNED)**
- _____ Complete Corporate tax returns (last two years). Please include all schedules **(MUST BE SIGNED)**
- _____ Order Tax Transcripts for both Business and Personal Tax Returns for 2019, 2020, and 2021 Profit and Loss Statement for your business. Order online and select get transcript by mail:
<https://www.irs.gov/individuals/get-transcript>.
- _____ Year-to-date Profit and Loss Statement **(SIGN AND DATE ALL PAGES).**
- _____ If funds from the business will be used for the transaction, then please provide letter from accountant stating that using funds from the business will not have a negative impact on the business.

ASSETS:

Please provide copies of the last 2 months:

- _____ Checking and savings bank statements **(INCLUDE ALL PAGES).**
- _____ Other statements for brokerage accounts, retirement accounts, and/or annuities **(INCLUDE ALL PAGES)**

OTHER DOCUMENTATION:

- _____ Copy of PURCHASE CONTRACT
- _____ Copy of CANCELED DEPOSIT CHECK front and back showing it cleared the bank.
- _____ Copy of BANK STATEMENT showing the down payment cleared the account in addition to the canceled check
- _____ If you own additional real estate, please provide Mortgage Statements and Insurance Declarations Page
- _____ Copy of Rental Lease Agreement for any rental property you own or if you rent please provide a current lease Agreement.
- _____ If applicable, copy of Resident Alien Card (front and back).
- _____ Copy of Driver's License, Passport, Social Security Card.
- _____ Please complete Uniform Residential Loan Application and Disclosures VIA THE LINK PROVIDED:
<https://glc.zipforhome.com/>
- _____ Check payable to Global Lending Corp. for application fee \$250.00. The application fee is non-refundable should you not close, however it is credited towards your closing costs at closing. The application fee is only given at the time it is determined that you are pre-approved by the loan officer and all requested documentation has been provided.