

Landmark Financial  
1280 S. Victoria Avenue  
Ventura, Ca. 93003

**APPLICATION DIRECTION**

Dear Applicant(s),

Thank you for entrusting *Landmark Financial*, to service your mortgage loan needs. The following is a list of information that will be required to process your loan.

**PLEASE PROVIDE COPIES OF THE FOLLOWING**

- Last two years 1099's / W-2's.
  - **TWO (2)** paystubs covering one month.
  - Two months bank statements for each savings/checking account (all pages)
  - Most recent statements for 401K's Mutual Funds, Money Market, ETC.
  - Current Declaration Page (Hazard Insurance) when refinancing.
  - Verification of any other income, ie: pension, retirement, award letter for Social Sec.
  - Mortgage coupon and/or statement (when refinancing).
  - Purpose of Cash-Out letter (when refinancing).
  - Rental agreements on all rental properties, if applicable.
  - Appraisal of the subject property will be done at a cost of approximately \$ 450.00. Cost of appraisal will vary depending on the type of property, its size and value.
  - Provide credit card information to order appraisal (Mastercard or Visa only).
  - A legible / valid driver's license or current passport.
  - Provide your e-mail address. Your lender will be corresponding with you. Please print the address clearly:
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- Considering impounds for taxes and insurance? Ask your loan agent for information.

**If self-employed provide copies of the following, if applicable:**

- Last two years personal federal income tax returns and all schedules.
- If incorporated – last two years corporate returns
- If you have a partnership – last two years partnership returns & K-1's

**We request that you follow these instructions carefully to help expedite the processing of your loan. Please do not hesitate to call this office if you have any questions.**

**Thank you for doing business with Landmark Financial**