



FUNDING PARTNERS

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**RURAL DEVELOPMENT GUARANTEED
LOAN CHECKLIST**

INCOME:

_____ **Paycheck stubs** (4 most recent and/or covering the past 30 days)
_____ **Last 2 years filed Federal Income Tax Returns**

AND

_____ **2012 and 2011 W-2s**

OTHER INCOME DOCUMENTATION (if applicable):

_____ **Self-Employment income (Must have 2 years income tax records with Schedules C and F, or other applicable schedules)**
_____ **Public Assistance/AFDC/Food Stamps/LEAP (Most current award letter)**
_____ **Verification of Child Support/Alimony received in the past 12 months**
_____ **Social Security/VA Benefits (most recent award letter)**
_____ **Unemployment Benefits**
_____ **Pensions/Annuities (most recent award letter/statement of benefits)**
_____ **Educational award letters (grants/loans) if applicant or co-applicant is a full-time student and amount of tuition paid**

OTHER DOCUMENTS:

_____ **Two months Bank Statements from ALL banking institutions** (checking, savings, money market, retirement)
_____ **Copy of Photo Identification (state ID or driver’s license)**
_____ **Copy of Social Security Card for each adult in the household**
_____ **For applicants who are not a U.S. citizen, copy of Permanent Alien Resident Card or other verification of permanent residency**
_____ **Separation/Divorce/Paternity/Property Settlement Agreement (if applicable, regarding custody of children, or joint real estate)**

DEDUCTION DOCUMENTATION (if applicable):

_____ **Child Care Expenses;** written verification from provider (children 12 and under or disabled)
_____ **Full-time Student status** (dependents 18 years and older who are full-time students)
_____ **Medical Expenses (Elderly Households Only)**
_____ **Disability Assistance Expenses**



CREDIT REPORTS:

_____ **Check or Money Order to Funding Partners for the 3 bureau credit report:**
Single applicant - \$15.65
Two unmarried applicants - \$31.30
Married applicants - \$27.42

OTHER REQUIREMENTS FOR THE 502 LOAN PROCESS:

_____ **Recent paystub and W-2 or Tax Return and Schedules for Non-Applicant Household Members with Income**
_____ **Copy of Home Buyer Education class certificate for each applicant, or verification applicant(s) are registered for an upcoming class (*required prior to closing*)**

