

Louis Candell

PRINT & SAVE this files to your desktop or smart phone and return all applicable items within **24-48 hours** so that I may provide you a prompt approval and the highest level of service.

Please complete the following 3 steps:

- Online Application: <https://www.wfhm.com/loans/louis-candell/startonlineform.page>
- Consent for Credit: <http://wfhm.texasaustin.net/creditconsent.pdf>
- Required Docs - Print & Save on Desktop: <http://wfhm.texasaustin.net/loanprocess.pdf>

Credit Qualifying Loans will require the following applicable minimum documentation:

- Photo ID - Copy of State Identification or Passport for borrower and co-borrower(s)
- Social Security Card – Copy of SS Card for borrower and co-borrower(s)
- Bank Statements / Money Market – Last two months, ALL PAGES for borrower and co-borrower(s) – Do not highlight, white out, or alter statements in any way.
- Paystubs – Most recent & showing last 30-45 days for borrower and co-borrower(s)
- W-2 or 1099 – Last two years for borrower and co-borrower(s)
- Retirement Statements 401K/IRA/etc. – Last Quarterly/Monthly Statement for borrower and co-borrower(s), ALL PAGES – Do not highlight, white out, or alter statements in any way.
- Human Resources – Accurate and Complete contact information for **ALL** employers within the last **three** years. We need to obtain 2-3 Years Verification of Employment.
- Letter of Explanation regarding any gap of employment in the last two years
- Personal Tax Returns – Latest Two Years, ALL PAGES – **Bond Loans Require Three Years**

If applicable:

- Brokerage Statements - Latest Quarterly/Monthly Statement for borrower and co-borrower(s), ALL PAGES – Do not highlight, white out, or alter statements in any way.
- Social Security Income / VA Income – Benefits Award Letter or 1099
- DD-214 / Statement of Service – Retired and Active Duty Military Personnel

If income sources are derived from self-employment, commissions, dividend/interest or bonus:

- Personal Tax Returns – Most recent two years personal Federal Income Tax Returns (1040) with all schedules, statements and addenda (complete & signed)
- K-1 – Most recent two years K-1's for all *Partnerships and S-Corps* (double check tax returns as K-1's are NOT attached to the 1040. Call CPA / Tax Preparer if applicable.
- Most recent two years Federal Partnership Tax Returns (1065) and/or Corporate Income Tax Returns (1120 / S) with all schedules, statements and addenda for any business in which you have at least 25% ownership interest (complete & signed)
- Year-To-Date Profit/Loss Statement & Balance Sheet for any Partnership or Corporation in which you have at least 25% ownership interest.
- Trust Agreement if taking title in the name of a trust or if any of your assets are held in trust.

Mail: 2110 W Slaughter Ln Ste 110 Austin, TX. 78748-5989
Tel: 512-814-5814 | Mobile / Text: 512-663-1163 | Fax: 866-943-4570
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Refinances will require the following minimum documentation on primary residence, second home and investment properties:

- First Mortgage Statement – Important: Disclose CASH OUT / Equity Loan on Property
- Second Mortgage Statement – Let me know ASAP if you've taken Cash Out or have a second mortgage on your current property.
- Property Taxes - City and County Property Tax Statement(s)
- Homeowners Association Contact Information and Blanket Policy (if applicable). Condominiums require Walls-In coverage.
- Homeowners Insurance Declaration Page with Local Agents Contact information
- Survey – Existing Property Survey (subject to title companies acceptance)
- Note – Copy of your Note or Security Agreement on First and Second Mortgage
- Settlement Statement / HUD-1 – Please provide on your current loan(s)

Purchase Loans will require the following documentation – Please provide the information shown above on retained property if you're purchasing a Second Home or Investment Property:

- Purchase Agreement / Contract – require signatures from Buyers, Sellers, and all Realtors involved in the purchase transaction
- Copy of existing survey that Seller is providing (subject to title company acceptance)
- Homeowners Insurance Declaration Page with Local Agents Contact information
- Rental Information – We will require two years rental verification. Please provide Landlord's name, address and phone number for previous two years.
- Bond Program Information: <http://tsahc.org> and <http://tdhca.state.tx.us>
- FHA / VA Amendatory Clause – requires signatures from all parties on Contract

Note: Transactions under \$417,000 will require a **\$450 minimum deposit** to cover up front appraisal and credit checks. The appraisal portion of the deposit is non-refundable once an appraiser arrives at subject property as agreed upon by appraiser and borrower, and the credit check is considered complete once I've obtained an initial credit check on all parties and we move forward with submitted application beyond the initial credit counseling stage. Loans above \$417,000 will require a minimum deposit based on the cost of an appraisal determined by value of the home and not the loan amount.

Louis Candell Wells Fargo Home Home Mortgage Consultant

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