

# Checklist TO PURCHASE A HOME

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- **Get pre-approved by Washington Home Mortgage and a select a licensed Real Estate Agent.**

During the application/approval you will need to provide income and asset documentation to our loan officer for review in processing and underwriting your loan. Depending on your particular scenario, here are a few items you may be asked to provide the following:

1. W-2s from your previous two years of employment.
2. Last two years tax returns if you are self-employed or a large portion of your income is derived from Commission (as an example).
3. If you are self-employed and your company is incorporated, you may be requested to provide your Company's tax return.
4. Your most current pay stubs that cover a period of the last thirty days.
5. Asset Statements from your bank account, investments, 401k, etc.
6. Other relevant items requested by the underwriter.

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- **Contingency Period**

There are several elements that are contained within the purchase and sales agreement that call for the buyer's and lender's approval:

1. Seller's Disclosure Statement.
2. Preliminary Title Report
3. Physical inspections/pest inspections
4. Property Appraisal

There may be others contained within your specific Purchase and Sales Agreement.

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- **Loan Processing and Final Underwriting by Washington Home Mortgage**

During this time, you may be required to provide some additional information or clarification to the underwriter regarding any of the above items that you provided for processing your loan file.

- **Homeowners Insurance Coverage**

1. Decide on an Insurance Company and determine proper coverage.
2. Determine if you need flood insurance coverage.
3. Give insurance agent your Loan Officer's contact information.

- **Signing Documents**

Documents will usually be signed at the Escrow Office/Lawyers office/ and in many instances the Title Agent is able to come to you.

- **Down Payment**

Bring a cashier's check to the Title/Escrow Company a few days prior to closing or plan to wire funds the day before closing.

The Escrow Officer will provide a Buyer's Estimated Closing Statement (also known as a HUD-1) which will itemize your costs and credits, as well as estimate total monies due for close of escrow.

- **Funding**

The lender will send funds to the Escrow Company.

Escrow will prepare the file for Recording and Release it to record upon notice from the lender that the file is ready to record.

- **Close of Escrow**

The deed will be recorded at the County Recorder's office by the Title Company.

We send you our sincerest Congratulations, and wish you much happiness in your new **HOME!**

- **Take a deep breath, you're done!**

Just kidding, but you are on an awesome path and we are here to help you in any way possible.