



## Step Forward Michigan Loan Application Checklist

### **Online Application Documents**

- Intake Form
- Third Party Authorization and Disclosure Agreement

### **Additional Supporting Documents**

Provide these items if the following statements apply to you.

- Mortgage Statement** if you have a mortgage; provide statement with your lender's name, account status, and loan number
- Property Tax Statement** if you pay property taxes yourself and not through a mortgage escrow account; provide a copy of your property tax bill with the property parcel identification number
- Condominium Association Statement** If your home is a condominium; provide a statement with the associations name and your account number
- Income Statement(s)** if you are employed; provide recent paystubs showing employer name(s) and year to date income
- Benefit Statement(s)** if you receive benefit income, such as unemployment, social security, or other government benefits; provide statement(s) showing the benefit amount and payee name
- Federal Tax Return** if you are self-employed; provide a copy of your federal tax return to document your self-employment income
- Property Legal Description** if you own the property; provide document showing the legal description with your name listed on title. (example: copy of a recorded deed)

To speed up the processing of your application, provide both sides and all pages of the above items with your initial application. All property owner(s), their spouse, and any co-borrowers must apply together.