



Mortgage Documents Checklist

Dynamic Funding Solutions, Inc. | Pennsylvania and Florida | NMLS #17144

Lenders verify your income, your assets and your identity on every loan. Check off each item as you gather it. The columns show which items usually apply to your situation; Lena will confirm the exact list for your loan.

Identity and authorization

Document	W-2 employee	Self-employed	Investor (DSCR)
Government photo ID (driver license or passport)	☐	☐	☐
Social Security number or ITIN	☐	☐	☐
Signed authorization to pull your credit report	☐	☐	☐

Income

Document	W-2 employee	Self-employed	Investor (DSCR)
Pay stubs covering the most recent 30 days	☐		
W-2 forms for the last 2 years	☐		
Federal tax returns for the last 2 years, all schedules	☐	☐	
1099 forms and a year-to-date profit and loss statement		☐	
Business license, K-1s or corporate returns if you own 25% or more of a business		☐	
No tax returns? 12 or 24 months of personal or business bank statements (bank statement loan)		☐	
Other income letters: Social Security, pension, disability, child support	☐	☐	
Lease or rent roll for the property (personal income is not used)			☐

Assets and down payment

Document	W-2 employee	Self-employed	Investor (DSCR)
Last 2 months of checking and savings statements, every page	☐	☐	☐
Most recent retirement and investment statements (401k, IRA, brokerage)	☐	☐	☐
Signed gift letter and proof of transfer for any gifted funds	☐	☐	

The property and your debts

Document	W-2 employee	Self-employed	Investor (DSCR)
Fully signed purchase agreement (for a purchase)	☐	☐	☐
Homeowners insurance quote	☐	☐	☐
Current mortgage statement (for a refinance)	☐	☐	☐
List of monthly debts (car, student loans, cards)	☐	☐	

VA loans also need your Certificate of Eligibility (COE) and DD-214. ITIN loans use your ITIN letter in place of a Social Security number. Send every page of every statement, even blank pages, so nothing looks missing in underwriting.



Mortgage Readiness Worksheet

Fill this in before your free 15-minute call with Lena

1. Your monthly numbers

Gross monthly income (before taxes), all borrowers

Monthly debt payments (car, student loans, card minimums, child support)

Estimated new monthly housing payment (principal, interest, taxes, insurance)

Debt-to-income ratio = (debts + new housing payment) ÷ gross monthly income × 100

2. Your cash

Savings available for down payment

Savings available for closing costs

Gift funds expected (with gift letter)

3. Your target home

Price range you are comfortable with

County or city (Pennsylvania or Florida)

Primary home, second home or investment property?

Your estimated credit score

4. Minimum down payment by program

Program	Minimum down payment	Source
VA purchase loan (eligible veterans and service members)	0%	VA.gov, purchase loan page
Conventional 97% LTV / HomeReady	3%	Fannie Mae, 97% LTV options
FHA loan	3.5%	HUD.gov, FHA loans

Program rules can change; Lena confirms current requirements for your file. Sources checked July 2026.

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