

# Firefighters First CU Mortgage Loan Checklist

Thank you for your interest in a mortgage with Firefighters First Credit Union!

**After you have reviewed and signed these disclosures, please provide a copy of the documents below.** Delivering your documents quickly will assist in expediting your request. You can upload your documentation through our secure application portal, or contact your loan officer to request a secure e-mail alternative.

**To upload documents to our portal, please visit: [ffcu.info/mortgagedoc](https://ffcu.info/mortgagedoc),** login to your account using your confirmation number, date of birth and email, and then select Secure Document Center. Your confirmation number is included in the DocuSign email.

## Income

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- Two (2) most recent pay stubs showing current and year-to-date earnings
  - Two (2) most recent W-2's
  - If retired: 1099Rs, copy of award letter
  - Two (2) most recent Federal tax returns
- (Provide if you are self-employed, have rental properties or other non-employment income to consider)

## Assets

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- Two (2) most recent months' bank and retirement statements for any non-FFCU accounts
- (Provide only if we need to verify funds for a down payment or to pay for closing costs)

## Additional Documents

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- Homeowner's Insurance declaration page or agent contact information
- Most recent mortgage statement for any mortgage outside of FFCU
- If purchasing: A signed purchase contract, the agents' and escrow's contact information
- Certificate of Trust (Provide only if the loan will be titled in a trust)

Additional documents may be requested by your Real Estate Lending team during the process.

800-231-1626

REOrigination@FireFirstCU.org



**FirefightersFirst**  
CREDIT UNION

*It's yours.*

This Credit Union is federally insured by the National Credit Union Administration.

