

cfsbank
Full Contract Construction Loan

Thank you for your interest in a cfsbank Full Contract Construction Mortgage Loan.

Prior to the actual formal loan application, copies of the following must be presented for review in order to move things along efficiently.

- Copy of recorded deed for the property being mortgaged.
- Sales agreement for the purchase of your lot or the executed construction contract signed by all parties (if applicable).
- Complete set of building plans and material specifications that meet the Uniform Construction Code, Local Communities and Building Code Officials (BCO) requirements. Plans may be submitted in a readable digital format [ledger size or legal size] or full size plans.
- Building Permit information and required community phase inspection guidelines for certification by the approved building inspector. Include copy of existing contact information for the inspector.
- Survey of lot. On copy of survey provided; indicate location of home and any structures.
- Copy of septic dye test. (if property currently serviced by septic system) Copy of sand mound schematics if appropriate.
- Copy of well flow and purity test [potable water test / well inspection], (if system will be used for the new projects water supply).
- General contractor has not been previously approved by cfsbank, other documentation will be required.
- If directions to the property/lot are not available thru GPS we ask for detailed written directions to the building site.

Personal financial documents needed:

1. Valid Photo identification for all applicants.
2. Two months of most recent pay-stubs.
3. Copies of the last 2 years of W-2's for all applicants.
4. Copies of the last 2 years completed federal tax returns.
5. Copies of the last 3 months bank statements. (Checking, Savings, Investments)

Checklist for Full Contract Construction Loan

Full Contract Construction Purchase with Improvements Refinance with Improvements

Loan Term Requested: 15 year 20 year 30 year Amount of Down Payment: \$ _____

Loan Requested Loan Amount: \$ _____

Name of Applicant(s): _____ Marital Status [married / unmarried / separated]:
_____ Marital Status [married / unmarried / separated]:

Date of Birth: _____

Current Address: _____

Telephone Numbers of Applicant(s): _____

Email Addresses of Applicant(s): _____

Own: Rent: Number of Years: _____ [If less than two years, please provide former address.]

Landlord Name / Address / Telephone # / Monthly Rent \$: _____

Construction Address: _____

Applicant(s) Employer Name and Address / Job Title / Number Years Employed-Start Date / Telephone # / Email:

_____	-	_____
_____	-	_____
_____	-	_____
_____	-	_____

Please provide "copies" of the following documents/information:

- Copy of recorded deed for the property. Survey of property. Is property in a flood zone? _____
- Water Source: _____ [Public / Well] Sewage Source: _____ [Public, Septic, Sand Mound] Copy of septic dye test if property serviced by septic system; copy of sand mound schematics, if appropriate.
 - Copy of well flow and purity test [potable water test / well inspection], if appropriate.
- Please provide **"estimated" property tax amounts** for county/local/school and **"estimated" homeowner's insurance policy amount** for when home construction/improvement is completed.
- County Taxes Annual: _____
- Local Taxes Annual: _____
- School Taxes Annual: _____
- Home Owners Insurance Annual: _____
- Two (2) months most recent paystubs for all applicants.
- Most recent two (2) years W-2's. Complete Federal Income Tax Returns with all supporting schedules for the previous two (2) years.
- Copies of last three (3) months bank statements showing funds to be used for down-payment and closing costs.(Copies of three (3) months bank statements [checking, savings, money market, cd's, retirement accounts]
- Provide copy of valid photo identification for all applicants (driver's license, etc.).
- Mother's Maiden Name for all applicants: _____
- Number of dependents: _____ Age(s) of dependents: _____
- If directions to the property/lot are not available thru GPS we ask for detailed written directions to the building site.

Please note the bank does NOT permit any type of construction/improvements prior to the loan closing.