

**BANK OF LOUISIANA  
101 SOUTH THIRD STREET  
LOUISIANA, MO 63353  
(573) 754-5517**

Thank you for considering Bank of Louisiana for your mortgage needs. We are looking forward to the opportunity to serve you. Listed below is a simple checklist to aid you in gathering information necessary for us to process your mortgage loan request. By providing the requested information, you will allow us to expedite the loan process and provide you with a decision in a minimal amount of time. Please do not hesitate to give us a call with any questions at (573) 754-5517.

**THE APPLICATION**

Please complete the application in its entirety, providing name(s), addresses, account numbers, and balances (if applicable), employers (2 years minimum), assets (checking, savings, etc.) and liabilities (loans).

**FINANCIAL STATEMENTS**

- Two years personal income tax return (complete 1040) along with W-2's
- YTD pay stubs covering the past 30 days
- 3 Months of Bank Statements for all accounts

If you are self-employed:

- Three years company complete tax returns
- YTD Financial Statement for the Company (most recent quarter)
- P & L Balance Sheet

**ADDITIONAL INFORMATION**

**PURCHASES**

- Sales contract with original signatures of buyer and seller
- Real estate company, agent's name, address, and phone numbers
- Estimate of annual taxes and homeowner's insurance
- Copy of cancelled check for earnest money

**REFINANCE**

- Current homeowners insurance policy with yearly premium amount
- Copy of existing title insurance policy (if available)
- Survey (if available)
- Assessed value of home and/or copy of paid real estate tax receipt for the most recent tax year
- Mortgage statement

**CONSTRUCTION LOANS**

- Copy of legal description or copy of recorded Warranty Deed
- Set of plans/blueprints
- Cost Breakdown
- Contract with builder

Please contact one of our mortgage lenders and they will be happy to set up an appointment with you to discuss your application. You will need to bring the completed application and supporting documentation along with a **check in the amount of \$23.00** payable to Bank of Louisiana. This fee will go toward the cost of the mortgage credit report.

In accordance with the provisions of the Secure and Fair Enforcement for Mortgage Licensing Act of 2008 (SAFE Act) and Subpart I of Federal Reserve Board Regulation H adopted thereunder, Bank of Louisiana is a registered Mortgage Loan Originating (MLO) financial institution. All loan officers who are authorized to originate mortgage loans are also registered. To find out more information about what this registration means and to inquire as to our financial institution information and information about our mortgage loan originators, please visit <http://www.nmlsconsumeraccess.org/>. The bank's information will be available for viewing after July 29, 2011.

**THE FINANCING OF YOUR HOME IS A MAJOR STEP IN HOME OWNERSHIP AND WE WILL MAKE EVERY EFFORT TO HANDLE YOUR REQUEST IN AN EFFICIENT AND PROFESSIONAL MANNER.**

# **BANK OF LOUISIANA**

101 SOUTH THIRD ST, LOUISIANA, MISSOURI 63353

## **AUTHORIZATION TO RELEASE INFORMATION**

TO WHOM IT MAY CONCERN:

I/We have applied for a mortgage loan from Bank of Louisiana. As part of the application process, Bank of Louisiana may verify information contained in my/our loan application and in other documents required in connection with the loan, either before the loan is closed or as part of its quality control program.

I/We authorize you to provide Bank of Louisiana, and to any investor to whom Bank of Louisiana may sell my mortgage, and any and all information and documentation that they request. Such information includes, but is not limited to, employment history and income; bank money market, and similar account balances, credit history; and copies of income tax returns.

Bank of Louisiana or any investor that purchases the mortgage may address this authorization to any party named in the loan application.

**A copy of this authorization may be accepted as an original.**

Your prompt reply to Bank of Louisiana or the investor that purchased the mortgage is appreciated.

Date \_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_  
Borrower's Signature

\_\_\_\_\_  
Borrower's Signature

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Social Security #

\_\_\_\_\_  
Social Security #

## RIGHT TO RECEIVE A COPY OF APPRAISAL REPORT

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**FROM:**

**BANK OF LOUISIANA**  
101 South Third Street  
Louisiana, MO 63353

**TO:**

**BORROWER**

Loan Number:

Notice Date:

Property Address:

**Right to Receive Copy**

We may order an appraisal to determine the property's value and charge you for this appraisal. We will promptly give you a copy of any appraisal, even if your loan does not close.

You can pay for an additional appraisal for your own use at your own cost.

**Acknowledgment**

By signing below, you acknowledge you have received this Disclosure.

\_\_\_\_\_ Date \_\_\_\_\_

## RIGHT TO RECEIVE A COPY OF APPRAISAL REPORT

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**FROM:**

**BANK OF LOUISIANA**  
101 South Third Street  
Louisiana, MO 63353

**TO:**

**CO-BORROWER**

Loan Number:

Notice Date:

Property Address:

**Right to Receive Copy**

We may order an appraisal to determine the property's value and charge you for this appraisal. We will promptly give you a copy of any appraisal, even if your loan does not close.

You can pay for an additional appraisal for your own use at your own cost.

**Acknowledgment**

By signing below, you acknowledge you have received this Disclosure.

\_\_\_\_\_ Date \_\_\_\_\_