

HAVING THE NECESSARY DOCUMENTS IN PLACE WILL SPEED UP THE PROCESS FOR YOUR PRE-QUALIFICATION!

- ✓ Letter of employment on company letterhead outlining your name, base salary or hourly rate, normal hours worked per week, position and length of service.
- ✓ A recent pay stub reflecting your year to date income
- ✓ Previous year Notice of Assessment from Revenue Canada (may need past 2 years)
- ✓ If commission sales or self employed - three years personal/business tax returns together with the Notice of Assessments from Revenue Canada.
- ✓ At least 3 years history of residence and employment.
- ✓ List of your assets and their value. i.e. cash amounts, stocks, bonds, RRSPs, vehicles, real estate
- ✓ List of your liabilities. i.e. car loan, credit card balances, child or spousal support payments.
- ✓ Source of down payment – ie: savings, gift, sale of property etc
- ✓ If re-financing; you will need a current mortgage statement as well as the property details

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