



PO BOX 3000  
ORANGE, TEXAS 77631  
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*where you matter most*

SABINEFCU.ORG

## CONSTRUCTION LOAN APPLICATION CHECKLIST

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**Applicant Name(s):**

**Email Address:**

**Account Number(s):**

**Phone Number:**

- \_\_\_ County Appraisal District statement of appraised value for subject property
- \_\_\_ Copy of Warranty Deed from original purchase or acquisition of subject property
- \_\_\_ If currently employed, prior full month of paystubs showing YTD information for all borrowers
- \_\_\_ If retired, most recent benefit statement, benefit award letter, and/ or recent full month of paystubs for all retirement income sources for all borrowers
- \_\_\_ If self-employed, prior 2 years business and/ or personal income tax returns and a year-to-date Profit/ Loss Statement with balance sheet as prepared by a CPA
- \_\_\_ Prior tax year W-2 and/or 1099 for all income sources for all borrowers
- \_\_\_ If applicable, divorce decree showing child support payments you either make or receive
- \_\_\_ Prior month account statement(s) from all financial institutions *other than* Sabine Federal Credit Union (*checking, savings, retirement, brokerage, 401k, IRA, etc.*)
- \_\_\_ Most recent mortgage statement for any other real estate owned/ financed
- \_\_\_ Paid property tax receipts for all properties owned
- \_\_\_ Homeowners insurance declarations for all properties owned (*include Flood and/ or Windstorm policies, if applicable*)
- \_\_\_ Written Contractor's Bid, House Plans and Spec Sheet

**Please contact a mortgage loan officer for further information or to schedule an appointment for your application.**