

First In Service For Home Loans.

REAL ESTATE APPLICATION BOOKLET



FirstNationalBank

www.fnbsf.com The First National Bank in Sioux Falls® Member FDIC



Real Estate Application Booklet

IMPORTANT: Read these directions before completing this application.

- If you are applying for individual credit in your own name and are relying on your own income or assets and not the income or assets of another person as the basis for repayment of the credit requested, complete all sections, omitting the Joint Applicant sections.
- If you are applying for joint credit with another person, complete all sections, providing information about the joint applicant in the Joint Applicant sections.

We intend to apply for joint credit.

Applicant

Co-Applicant

- If you are applying for individual credit, but are relying on income from alimony, child support, or separate maintenance or on the income or assets of another person as the basis for repayment of the credit requested, complete all sections to the extent possible, providing information in the Joint Applicant sections about the person on whose alimony, support, or maintenance payments; or income or assets you are relying.

Welcome to The First National Bank Home Mortgage Service!

Real Estate Mortgage Loan Application Checklist

All Applications:

- ___ Complete Real Estate Application Booklet
 - ___ Two years residency information
 - ___ Two years employment history
 - ___ Complete name and address
- ___ Purchase Agreement including all addendums
- ___ Two years signed Federal Income Tax returns
- ___ Address and legal description of property if a refinance
- ___ Copies of any documents showing your obligation of additional payments resulting from legal proceedings

South Dakota Housing Development Authority (SDHDA) Application:

- ___ Three years signed Federal Income Tax returns
- ___ Landlord addresses for three years
- ___ Three years residency information

VA Application:

- ___ Certificate of eligibility
- ___ Original pay stub within 90 days
- ___ Name, address and phone number of nearest relative

FHA Application:

- ___ Copy of Social Security Card(s)
- ___ Copy of Driver's License(s)
- ___ Bank statements (all accounts) within 30 days
- ___ Pay stubs within 30 days

Conventional Fixed- and Adjustable-Rate Mortgage (ARM) Application:

- ___ W-2s for two years—if at least two years with present employer
- ___ Bank statements for last three months
- ___ Pay stubs within 30 days

Other Items Needed if Applicable:

- ___ Divorce decree and stipulation
- ___ Bankruptcy documents, discharge, schedule of debts and letter of explanation
- ___ Credit explanations
- ___ Rental income—copy of leases
- ___ Self-employed—current income statement and balance sheet
- ___ Corporation or Partnership—two years signed Federal Income Tax returns
- ___ New construction—set of plans, description of material and cost breakdowns that are normally provided by the builder
- ___ Social Security awards letter
- ___ Retirement/pension statements to show income

Applicant: (full legal name) _____ Cell Phone _____

Social Security # _____ Home Phone _____ Bus. Phone _____

Age _____ Birthdate _____ Years of School _____

Married _____ Unmarried _____ Separated _____ Dependents _____ Ages _____

PRESENT ADDRESS: Street _____ Rent or Own
(circle one)

City _____ State _____ Zip _____

How long _____ to present E-mail Address _____
(month/year)

PREVIOUS ADDRESS: If present is less than 3 years—use an additional sheet if necessary

Street _____ Rent or Own
(circle one)

City _____ State _____ Zip _____

How long _____ to _____
(month/year) (month/year)

Joint Applicant: (full legal name) _____ Cell Phone _____

Social Security # _____ Home Phone _____ Bus. Phone _____

Age _____ Birthdate _____ Years of School _____

Married _____ Unmarried _____ Separated _____ Dependents _____ Ages _____

PRESENT ADDRESS: Street _____ Rent or Own
(circle one)

City _____ State _____ Zip _____

How long _____ to present E-mail Address _____
(month/year)

PREVIOUS ADDRESS: If present is less than 3 years—use an additional sheet if necessary

Street _____ Rent or Own
(circle one)

City _____ State _____ Zip _____

How long _____ to _____
(month/year) (month/year)

***** Please bring 2 years Federal Income Tax Returns with all Schedules and W-2s *****

Employment Applicant: (If self-employed, please bring year-to-date profit and loss statement and balance sheet.)

Name of Employer _____ Job Title _____

Address _____ City _____ State _____ Zip _____

Gross Monthly Income _____ Bonus/Commission _____ per _____

Dates of Employment _____ to present _____ How Long in This Profession _____
(month/year)

Previous employment if present is less than 2 years.

Name of Employer _____ Job Title _____

Address _____ City _____ State _____ Zip _____

Gross Monthly Income _____ Job Title _____

Dates of Employment _____ to _____ How Long in This Profession _____
(month/year) (month/year)

Employment Joint Applicant: (If self-employed, please bring year-to-date profit and loss statement and balance sheet.)

Name of Employer _____ Job Title _____

Address _____ City _____ State _____ Zip _____

Gross Monthly Income _____ Bonus/Commission _____ per _____

Dates of Employment _____ to present _____ How Long in This Profession _____
(month/year)

Previous employment if present is less than 2 years.

Name of Employer _____ Job Title _____

Address _____ City _____ State _____ Zip _____

Gross Monthly Income _____ Job Title _____

Dates of Employment _____ to _____ How Long in This Profession _____
(month/year) (month/year)

Assets:

NAME OF INSTITUTION _____

Address _____ City _____ State _____ Zip _____

Checking Account # _____ Balance \$ _____

Savings Account # _____ Balance \$ _____

NAME OF INSTITUTION _____

Address _____ City _____ State _____ Zip _____

Checking Account # _____ Balance \$ _____

Savings Account # _____ Balance \$ _____

NAME OF INSTITUTION _____

Address _____ City _____ State _____ Zip _____

Checking Account # _____ Balance \$ _____

Savings Account # _____ Balance \$ _____

Stocks and Bonds *(Bring Copy of Current Statements)* Value \$ _____

Retirement (Vested) *(Bring Copy of Current Statements)* Value \$ _____

IRAs or Keogh *(Bring Copy of Current Statements)* Value \$ _____

Life Insurance Face Value \$ _____ Cash Value \$ _____

Automobiles: Yr. _____ Make _____ Model _____ Value \$ _____

Yr. _____ Make _____ Model _____ Value \$ _____

Yr. _____ Make _____ Model _____ Value \$ _____

Other Major Assets: (Description) _____ Value \$ _____

_____ Value \$ _____

PERSONAL PROPERTY (Any Assets Not Listed Above) _____ Value \$ _____

Real Estate Owned:

1. Address _____ City _____ State _____ Zip _____
Value \$ _____ Mortgage Balance \$ _____ P & I Amount \$ _____
Taxes \$ _____ Insurance \$ _____ Renewal Date _____
Sold _____ Pending Sale _____ Rented _____ Gross Rental Income \$ _____
Mortgage Held By _____ Account # _____
Address _____ City _____ State _____ Zip _____

2. Address _____ City _____ State _____ Zip _____
Value \$ _____ Mortgage Balance \$ _____ P & I Amount \$ _____
Taxes \$ _____ Insurance \$ _____ Renewal Date _____
Sold _____ Pending Sale _____ Rented _____ Gross Rental Income \$ _____
Mortgage Held By _____ Account # _____
Address _____ City _____ State _____ Zip _____

Loan Information:

Loan Amount Requested \$ _____

Purpose of Loan

Purchase Legal Description _____

Refinance Cash Out No Cash Out

Year Built _____ Year Purchased _____ Purchase Amount _____

Describe improvements made/to be made _____

Legal Description _____

Current Rental Information:

Name & Address of Current Landlord _____

Current Rent \$ _____

Liabilities:

Installment Debts (*Other than Real Estate*) Including Credit Cards

CREDITOR _____

Address _____ City _____ State _____ Zip _____

Account # _____ Balance \$ _____ Payment Amount \$ _____

CREDITOR _____

Address _____ City _____ State _____ Zip _____

Account # _____ Balance \$ _____ Payment Amount \$ _____

CREDITOR _____

Address _____ City _____ State _____ Zip _____

Account # _____ Balance \$ _____ Payment Amount \$ _____

CREDITOR _____

Address _____ City _____ State _____ Zip _____

Account # _____ Balance \$ _____ Payment Amount \$ _____

CREDITOR _____

Address _____ City _____ State _____ Zip _____

Account # _____ Balance \$ _____ Payment Amount \$ _____

CREDITOR _____

Address _____ City _____ State _____ Zip _____

Account # _____ Balance \$ _____ Payment Amount \$ _____

ALIMONY/CHILD SUPPORT PAYMENT PER MONTH \$ _____ to _____

We will need a signed and recorded copy of the divorce decree and stipulation agreement.

If you answer "Yes" to any questions **a** through **i**, please use a continuation sheet for explanation.

	Applicant	Joint Applicant		Applicant	Joint Applicant
a. Are there any outstanding judgments against you?	_____	_____	f. Are you presently delinquent on any Federal debt or any other loan, mortgage, financial obligation, bond, or loan guarantee? If "yes," give details as described in the preceding question.	_____	_____
b. Have you been declared bankrupt within the past 7 years? If so, we need complete recorded bankruptcy papers and discharge.	_____	_____	g. Are you obligated to pay alimony, child support, or separate maintenance?	_____	_____
c. Have you had property foreclosed upon or given title or deed in lieu thereof in the last 7 years?	_____	_____	h. Is any part of the down payment borrowed?	_____	_____
d. Are you a party to a lawsuit?	_____	_____	i. Are you a co-maker or endorser on a note?	_____	_____
e. Have you directly or indirectly been obligated on any loan which resulted in foreclosure, transfer of title in lieu of foreclosure, or judgment? <i>(This would include such loans as home mortgage loans, SBA loans, home improvement loans, educational loans and manufactured (mobile) home loans. If any, provide details, including date, name and address of lender, FHA or VA case number, if any, and reasons for the action.)</i>	_____	_____	j. Are you a U.S. citizen?	_____	_____
			k. Are you a permanent resident alien?	_____	_____
			l. Do you intend to occupy the property as your primary residence?	_____	_____

Borrower Signature Authorization

PART I – General Information

- | | |
|----------------|---|
| 1. Borrower(s) | 2. Lender Name and Address
The First National Bank in Sioux Falls
401 West 57th Street
Sioux Falls, SD 57106 |
| 3. Date | 4. Loan Number |

PART II – Borrower Authorization

I hereby authorize THE FIRST NATIONAL BANK IN SIOUX FALLS, the “lender,” its Successor and/or Assigns, to verify my past and present employment earnings records, bank accounts, stock holding and any other asset balances that are needed to process my mortgage loan application. I further authorize THE FIRST NATIONAL BANK IN SIOUX FALLS (the “lender”), its Successors and Assigns, to order a consumer credit report and verify other credit information, including past and present mortgage and landlord references. The lender and/or HUD/FHA (if applicable) may also verify property documentation obtained during the processing of my loan. It is understood that a photocopy of this form will also serve as authorization.

The information the lender obtains is only to be used in the processing of my application for a mortgage loan, or in the event my loan is selected for a Quality Credit audit.

PART III – Authorization for Credit Information

I hereby expressly authorize release of my credit information and any other appropriate data the Credit Bureau of Sioux Falls, Inc. may require to complete the mortgage credit report. A photostatic copy of the authorization for information will suffice in place of the original.

Signature Authorization for PART II and Part III

APPLICANT

DATE

JOINT APPLICANT

DATE

PRIVACY ACT NOTICE: This information is to be used by the agency collecting it or its assignees in determining whether you qualify as a prospective mortgagor under its program. It will not be disclosed outside the agency except as required and permitted by law. You do not have to provide this information, but if you do not your application for approval as a prospective mortgagor or borrower may be delayed. The information requested in this form is authorized by Title 38, USC, Chapter 37 (if VA); by 12 USC, Section 1701 et. seq. (if HUD/FHA); by 42 USC, section 1452b (if HUD/CPD); and Title 42 USC, 1471 et. seq., or 7 USC, 1921 et. seq. (if USDA/FmHA).

RIGHT TO FINANCIAL PRIVACY ACT CERTIFICATION: The Department of Housing and Urban Development certifies, in compliance with the right to Financial Privacy Act of 1978, that in connection with this request for access to financial records, it is in compliance with the applicable provisions of said Act.

Thomas T. Demery
Assistant Secretary for Housing
Federal Housing Commissioner

DISCLOSURE OF RIGHT TO RECEIVE COPY OF AN APPRAISAL: You have the right to a copy of the appraisal report used in connection with your loan application for credit. If you wish a copy, please write to us at the mailing address listed above. We must hear from you no later than 90 days after we notify you about the action taken on your credit application, or you withdraw your application.

Information for Government Monitoring Purposes

The following information is requested by the federal government for certain types of loans related to a dwelling in order to monitor the lender's compliance with equal credit opportunity, fair housing, and home mortgage disclosure laws. You are not required to furnish this information, but are encouraged to do so. You may select one or more designations for "Race." The law provides that a lender may not discriminate on the basis of this information, or on whether you choose to furnish it. However, if you choose not to furnish the information and you have made this application in person, under federal regulations the lender is required to note ethnicity, race, and sex on the basis of visual observation or surname. If you do not wish to furnish the information, please check the appropriate box(es) below.

Applicant:

I do not wish to furnish this information.

Ethnicity:

Hispanic or Latino

Not Hispanic or Latino

Race:

American Indian or Alaska Native

Asian

Black or African American

Native Hawaiian or Other Pacific Islander

White

Sex:

Female Male

Signature _____

Date _____

Signatures are required of all applicants.

Joint Applicant:

I do not wish to furnish this information.

Ethnicity:

Hispanic or Latino

Not Hispanic or Latino

Race:

American Indian or Alaska Native

Asian

Black or African American

Native Hawaiian or Other Pacific Islander

White

Sex:

Female Male

Signature _____

Date _____

Signatures are required of all applicants.