

Beech Interplex, Inc.  
1510 Cecil B. Moore Avenue  
Philadelphia, PA 19121  
215-763-8824 Fax 215-763-6822

### Documents Required for Loan Application

1. Credit Report Fee of \$ 30.00 (cash or money order payable to "Beech Interplex, Inc.")
2. Verification of employment and income
  - o One month of recent pay stubs
  - o Social Security Benefit determination letter or 1099 for current year
  - o Pension or other retirement income statement
  - o Investment Income
  - o Disability, court ordered child support or rental income
  - o Federal tax return for the most recent year and W2 (if self-employed 2 years of most recent Federal tax returns and Schedule C)
3. Social Security number for all applicants
4. References: name of nearest relative not living with you
5. Copy of Deed (must include all pages)
6. Mortgage statement
  - o Name, address and account number
  - o Present mortgage balance
  - o Mortgage monthly payment

#### Verification of Expenses

- o Water and sewer bill for most recent month
  - o Proof of real estate taxes
  - o Proof of homeowner or fire insurance (Declaration Page)
7. Monthly Expenses
    - o Credit card statement
    - o Auto loans
    - o Bank or finance company loans
    - o Student loans

#### For applicants who are purchasing the home to be renovated/repaired

- o Copy of executed Agreement of Sale with specified closing date
- o Loan commitment approval letter
- o HUD 1 Settlement Sheet
- o Certified true and correct copy of Deed
- o Mortgage
- o Note