

VA Loan Submission CheckList

Minimum Requirements for Submission

Credit Report associated with AUS (recent within 60 days).
 Credit report for non-purchasing spouse (if applicable)
 LOE regarding inquiries in last 120 days.
 Credit Documentation: Divorce Decree, etc.
 Income Documentation: Pay Stubs and Award letters – a total of 30 days, recent and consecutive.
 Income Documentation: W2s /1099s and Tax Returns – (if applicable) recent 2 years.
 Asset Documentation: (2 most recent consecutive months bank statements; gift documentation). Earnest Money Deposit.
 Preliminary Title Report – 24-month chain of title and dated within 30 days of submission. **(Refinances only)** Fully Executed Purchase Contract and/or Escrow Instructions.
 Signed and completed 4506T.
 Unexpired Government issued photo ID.

VA IRRRL

Mortgage statement
 Assets (If required)
 Verify 210 days have elapsed after first payment due date in order to meet VA IRRRL refinance seasoning requirements.

Required Initial Disclosures – signed & dated by borrower(s):

Affiliated Business Arrangement Disclosure Statement Notice (if applicable)
 Anti-Steering **[3 options provided and indication of which option was chosen, signed by borrower(s)]**.
 ARM Disclosure & Handbook on ARM (if applicable).
 Credit and/or Borrower Authorization.
 Verbal Credit Authorization signed by LO if credit was pulled prior to Disclosure.
 Equal Credit Opportunity Act (ECOA).
 E-Sign Disclosure and Consent
 Fair Lending Notice (CA only).
 Loan Estimate (Applicable to Broker issued LE)
 Home Ownership Counseling Disclosure.
 Initial Fee Worksheet.
 Intent to Proceed with Application. (Applicable to Broker issued LE)
 Mortgage Loan Disclosure Statement (CA only).
 Mortgage Loan Origination Agreement (MLOA)
 Privacy Policy Disclosure.
 Settlement Service Provider List.
 Social Security Verification Form

VA Required Disclosures

VA Certificate of Eligibility
 VA Amendatory/Escape Clause (purchase only)
 VA Child Care Certification (if applicable)
 VA Counseling Checklist for Military Homebuyers (VA 26-0592 - active military only)
 VA Reserve/National Guard Activation/Deployment Certification
 VA Nearest Living Relative
 VA Privacy Policy Disclosure
 VA Rights of VA Loan Borrowers (VA 26-8978)
 VA 26-1805 Request for Determination of Reasonable Value if Mega Capital is ordering the appraisal

VA IRRRL Required Disclosures

VA Federal Collection Policy (VA 26-0503)
 Social Security Verification Form (SSA-89) (wet signed)
 VA 26-1802A Addendum (pages 1-2)
 VA Nearest Living Relative
 VA Counseling Checklist for Military Homebuyers (VA 26-0592 - active military only)
 VA Privacy Policy Disclosure
 VA Rights of VA Loan Borrowers (VA 26-8978)

