

FIRST MORTGAGE LOAN
List of Required Documents and Optional Documents for
Purchaser Money Mortgages and the Refinancing of Purchaser Money Mortgages
APPLICATION DOCUMENTS

MUST HAVE DOCUMENTS	ADDITIONAL MUST HAVE DOCUMENTS FOR VARIABLE RATE MORTGAGES	RECOMMENDED DOCUMENTS
Application Fee Form <i>(If you charge an Application Fee)</i>		
Loan Estimate (Regulation Z, S. 1026.37)	Consumer Handbook of Adjustable Rate Mortgages - Regulation Z Section 1026.19	Application Form (FNMA#1003)
RESPA Special Information Booklet (Regulation X, S. 1026.19g)		Verification of Deposits
Application Disclosure (Required by New Jersey law if you charge an application fee)		Verification of Income
		Appraisal Form (FNMA#1004)
RESPA - Servicing Disclosure Statement (Reg. X, S. 1024.21)		Notice of Settlement - Should be filed as soon as application is approved but only good for 60 days
Commitment Letter <i>(Not required but NJ Law mandates disclosures if you issue commitment letter)</i>		
Lock-In Agreement <i>(Only required if you lock-in the interest rate)</i>		
Real Estate Appraisal		
Flood Search		

CLOSING DOCUMENTS

MUST HAVE DOCUMENTS	ADDITIONAL MUST HAVE DOCUMENTS FOR VARIABLE RATE MORTGAGES	RECOMMENDED DOCUMENTS
Notice of Right to Cancel <i>(For all mortgage loans except Purchase Money Mortgages)</i>		General Closing Instructions
Closing Disclosure (Regulation Z, S. 1026.38)		E&O Letter
Note	Adjustable Rate Note	Financial Conditions/Occupancy Agreement
		Tax Authorization Letter <i>(If you are paying taxes)</i>
Mortgage	Adjustable Rate Rider to Mortgage	Mortgage Riders, if applicable (Condominium, Planned Unit Development 1-4 Family, etc.)
RESPA - Initial Escrow Account Statement <i>(If you will be collecting escrow monies)</i> (Regulation X, S. 1024.17)		Adjustable Rate Mortgage Rider
RESPA - Transfer of Servicing Statement (Regulation X, S. 2014.21)		Affidavit of Title
		Request for Taxpayer Identification Number

Note: This list of required documents contains the minimum number of documents necessary to create a valid mortgage in accordance with New Jersey State Law and Federal and State Disclosure Laws. However, if the Loan is to be made in accordance with the FNMA/FHLMC requirements, you must include all of the forms required by FNMA/FHLMC, even though they are listed in the section entitled "Recommended Documents" or not shown on this chart. [Rev. 3 9/2016]

Regulation Z and RESPA regulations are available in the Regulations Section of the Consumer Financial Protection Bureau (CFPB) website.