

# AVOIDING MORTGAGE SABOTAGE

**Homebuyers are** often not aware of how an innocent transaction such as making a credit card purchase or moving cash from one bank to another can **jeopardize the mortgage pre-qualification process.** Please be aware of the common areas that need special attention:

## 1 DON'T MOVE YOUR CASH/SAVINGS AROUND:

We have to verify all funds for closing, including the source of those funds. Moving assets around can create a paper trail nightmare. The best advice is to leave everything where it is, even if the purpose of the move is to pool your funds for buying the house. After we verify your accounts and give you an "ok", you can consolidate your accounts if you want. Always consult your Loan Originator or Processor before you move any funds.

## 2 LARGE DEPOSITS:

We must verify all sources of funds for the transaction. We will be looking at any large deposits into your asset accounts (checking, savings, money market, etc.). You should be prepared to document the source—such as a copy of the paycheck, bonus check, money from the sale of an asset, etc. If you have a question as to how, please call your Loan Originator or Processor.

## 3 SELLING SOMETHING?:

If you are selling an asset such as a car, an antique, or baseball card collection to come up with the cash for closing, please document the asset. For example, if you purchase a car, obtain the check from the buyer, car title and a bill of sale. You may need to get a certified appraisal for the item.

## 4 DO NOT PACK ANY FINANCIAL PAPERS:

Keep all pages of your tax returns, along with any W-2's, 1099's, or K-1's and any other financial papers from the past two years in a handy place. If you sold a home in the past two years, have your (HUD-1) Settlement Sheet handy. You may have to provide an item that you did not anticipate.

## 5 CHANGING JOBS:

Please do not change jobs during this process without your Loan Originator's knowledge. The new position could jeopardize your approval for this loan.

## 6 GIFTS:

Gifts from relatives are very common in the purchase of a home. However, there are specific ways a gift must be handled as to not create a paper nightmare for you. If you are getting a gift, hold off receiving it until you have spoken with your Loan Originator. Please carefully follow the instructions on our Gift Letter form for your particular type of loan. Remember to consult with your Loan Originator or Processor if you are unsure.

## 7 BECOME A PAPER HOUND:

Save all pages of all bank statements and pay stubs from now until closing. We will need them, so please keep them handy.

## 8 CREDIT CARDS/NEW DEBT:

Do not apply for any new credit of any kind! That creditor will show up on your credit report, and we will have to verify there is no new outstanding debt. If you are planning to add a debt or pay debts off for closing, wait until you have spoken with your Loan Originator or Processor. We may be able to pay off those debts at closing, with no effect to your approval process. If you have paid off any debts recently, it may not show on your credit report, and we will have to re-verify each creditor's current balance, requiring more time.

## 9 REVIEW YOUR CREDIT REPORT:

The best way to get a jump start on your mortgage process is to know what your creditors are saying about you and the accuracy of the information! Review the report with your Loan Originator and report any inaccurate or OMITTED information.



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