

Applying for a home loan with South Bay Credit Union is easy! We are with you all along the way...we are local and we are here to help.

My name is RoseMarie Valdez and I am the Mortgage Loan Officer here at South Bay. I will be your primary point of contact throughout the process. Along the way, you may also hear from other representatives helping me process the applications but you can always contact me with questions or comments at rvaldez@southbaycu.com or (310) 374-3436 x316. I am typically in the office from Monday through Friday, 9:00 AM to 5:00 PM.

Generally, you can expect to hear from me for pre-qualification results within 1-3 business days. After initial pre-qualification approval is granted, the approximate time-frame for loan processing and closing of escrow is 4-6 weeks. I will be scheduling those appointments for you and will provide those details as applicable.

We prefer the documents in electronic version when available. Those documents can be sent to me direct at rvaldez@southbaycu.com. We recommend that you secure/encrypt private documents. Please refer to your online help for assistance. Documents can also be faxed to (310) 372-2001, mailed to us at the address below or dropped off at either one of our two branch locations.

In order to expedite your loan application process, please submit the following documents with your completed application:

- Funds for the non-refundable Good Faith Deposit in the amount of \$450. Funds can be by check, payable to South Bay Credit Union or upon your authorization, transferred from one of your accounts with us.
- Copy of recent property tax statement
- Copy of recent mortgage statement from primary residence and property to finance (if not the same)
- Recent Savings, checking, investment, retirement account statements
- Copy of home owners insurance on property to finance – endorsement page
- Home Owners Association Insurance policy (if applicable)
- Copy of Trust Agreement (if applicable)
- Complete loan application
- 2 Years tax returns (most recent 2 years) including 1099's / W2's & 2012-W2
- 1 month of current paystubs and or any retirement/Social Security Income

I look forward to working with you! Thank you for choosing South Bay Credit Union as your lender/partner.

Sincerely,



RoseMarie Valdez
Mortgage Loan Officer



PREQUALIFICATION FORM

REFERRED BY: _____

Thank you for taking the time to complete the important information below. We will use this information to review your qualifications for a mortgage that best suits your individual needs. By completing this form, it in no way obligates you to do business with SBCU and/or our affiliates and is not a commitment to lend money. We look forward to the opportunity to serve you and please do not hesitate to contact us at (310) 374-3436 or SBCU@southbaycu.com.

Purpose of Loan: <input type="checkbox"/> Purchase \$ _____ <input type="checkbox"/> Refinance\$ _____				Property will be: <input type="checkbox"/> Primary Residence <input type="checkbox"/> Secondary Residence							
Term requested: _____				<input type="checkbox"/> Investment							
Borrower				BORROWER INFORMATION				Co-Borrower			
Borrower's Name (include Jr. or Sr. if applicable)				Co-Borrower's Name (include Jr. or Sr. if applicable)							
Social Security #	Home Phone #	Cell Phone #	DOB (m/d/y)	Social Security #	Home Phone #	Cell Phone #	DOB (m/d/y)				
Email Address:				Email Address:							
<input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Unmarried (single, divorced, widow)				<input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Unmarried (single, divorced, widow)							
Present Address <input type="checkbox"/> Own <input type="checkbox"/> Rent _____No. Yrs. (street, city, state, ZIP)				Present Address <input type="checkbox"/> Own <input type="checkbox"/> Rent _____No. Yrs. (street, city, state, ZIP)							
Additional Properties Owned: <input type="checkbox"/> 2 nd Home <input type="checkbox"/> Investment (street, city, state, ZIP)				Additional Properties Owned: <input type="checkbox"/> 2 nd Home <input type="checkbox"/> Investment (street, city, state, ZIP)							
Name & Address of Employer				Name & Address of Employer							
Position/Title/Type of Business			Business Phone	Position/Title/Type of Business			Business Phone				
Years with Employer			Years in Profession	Years with Employer			Years in Profession				
INCOME and ASSETS											
Gross Monthly Income		Borrower	Co-Borrower	Bank Accounts/Investments (Borrower & Co-borrower Combined)							
Base Employ. Income*	\$	\$	\$	Checking	\$						
Overtime	\$	\$	\$	Savings	\$						
Bonuses	\$	\$	\$	Stocks/Bonds	\$						
Commissions	\$	\$	\$	Retirement	\$						
Dividends/Interest	\$	\$	\$	Other	\$						
Net Rental Income	\$	\$	\$	Other	\$						
Other	\$	\$	\$	Other	\$						
Total	\$	\$	\$	Total	\$						
LIABILITIES											
Current Debts / Lender Attach any additional debt on a separate page		Monthly Payment & Months to Pay		Unpaid Balance		Will any part of the down payment be borrowed? <input type="checkbox"/> Yes <input type="checkbox"/> No					
Real Estate Loan(s)		\$ Payment/Months		\$		Additional information that may be needed to qualify for a loan:					
Additional Real Estate Loan(s) on 2 nd or Investment Property		\$ Payment/Months		\$							
Auto Loan		\$ Payment/Months		\$							
Credit Card(s)		\$ Payment/Months		\$							
Other Loan(s)		\$ Payment/Months		\$							
Alimony/Child Support/Separate		\$ Payment/Months		\$							

AUTHORIZATION

SBCU and/or our affiliates or its consultants to aid in a valid pre-qualification review may obtain verification, or re-verification, of any of the information above, including a tri-merge credit report, at any time. This information may be obtained either directly, or through a third party verification (i.e. credit reporting agency, employer, etc), and the original(s) and/or certified copies of the original(s) of these findings will be retained SBCU and/or affiliates.

I/We certify that the information herein is true and accurate to the best of our knowledge as of the date signed.

Borrower

Co-Borrower