Supporting Documentation Checklist for Visa, Personal Loans and Lines of Credit

- Current paystub
  - Most recent for full time employees (40 hrs per week) dated within 30 days
  - 2 consecutive paystubs if less than full time (less than 40 hrs per week)
- Copy of statement for pension and/or social security income
- Copy of 2 years Federal Tax Returns
  - Required if self employed or rental income
- Identification/Driver’s License

Visa / Personal Loan/LOC

- Copy of most recent account statement for debts to be paid off at closing (if applicable)
- Completed Bill Consolidation List Form (if paying off existing debts from other institutions/lenders) See Below

Additional documentation/information may be required
Complete the following information for the creditors that you would like to pay off.

Creditor’s name:  
Account number:  
Present balance:  
Monthly payment:  
Check one:  
- Request to pay off and close  
- Request to pay down balance only by $__________

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