



Watertown Savings Bank

HOME EQUITY LINE OF CREDIT CHECKLIST

We will be requesting the following information for the processing of your home equity line of credit application. Preparation of these documents in advance will expedite your loan transaction.

PERSONAL IDENTIFICATION

- Valid driver's license
- Passport (if applicable)

INCOME

Salaried Borrower(s)

- W-2 forms for previous two (2) years
- Two (2) most recent consecutive paycheck stub(s)
- Complete copies of previous two (2) years personal Federal tax returns* (signed & dated)
****including all worksheets, forms and schedules***

Commissioned/Bonus Borrower(s)

- Two (2) most recent consecutive paycheck stub(s)
- Complete copies of previous two (2) years personal Federal tax returns* (signed & dated)
**** including all worksheets, forms and schedules***

Self-employed Borrower(s)

- Sole Proprietor, Partnership, S-Corp and/or Corporate Federal tax returns* (signed & dated)
**** including all schedules for the previous two (2) years***
- Current year-to-date interim financial statements* (signed & dated)
**** including balance sheet and profit and loss statement***

REQUIRED DOCUMENTS

- Most recent statement of mortgage (if applicable)
- Most current statement of homeowner's policy showing the premium, coverage, and renewal date
- Most recent statements for other debts being satisfied with mortgage proceeds
- Abstract of title – Original document required