

BELLCO LOANS MEMBER CHECKLIST

To help with the processing of your Bellco loan, there are certain items we will need from you. We have outlined the items below and the dates you will need to provide these items back to Bellco.

Loan Processing Checklist

Item(s) Needed for ALL Bellco Loans:

W2 Wage Earners (Income Verification):

- Most recent 2 years of W2s
- Most recent 1 month of paystub(s)
- Name and phone number to verify employment

Date Needed By: _____

Self-Employed:

- Most recent 2 years of Personal and Business tax returns

Date Needed By: _____

Additional Item(s) Needed for ALL Bellco Loans:

- Most recent 2 months Asset Statements
Bank Statement - Checking, Savings, Investment Accounts

Date Needed By: _____

Item(s) for Home Loans:

- Account Number to withdraw Appraisal Fee (if necessary)
- Declaration Page for Home Owners Insurance
- Payoff information (Refi/Cash Out/Debt Consolidation)

Date Needed By: _____

Item(s) for Credit Cards:

- Balance Transfer information (if applicable)

Date Needed By: _____

Item(s) for Other Consumer Loans:

- Payoff information (Debt Consolidation)

Date Needed By: _____

Auto Loan Processing Checklist

Item(s) Needed for Dealer Purchase:

- Buyers Order (with correct physical address listed and dealers address and phone number)

Date Needed By: _____

Item(s) Needed for Bellco Auto Refinance:

- Copy of current registration or title

Date Needed By: _____

Item(s) Needed for Other Institution's Auto Refinance:

- Copy of current registration or title
- Payoff letter containing institution name, physical address, account number, payoff amount, and per diem

Date Needed By: _____

Item(s) Needed for Private Party with Lien:

- Copy of current registration or title
- Bill of Sale containing both buyers and sellers physical addresses, collateral information (year, make, model, VIN, and mileage), and agreed sales price
- Payoff information containing institution name, physical address, account number, payoff amount, and per diem

Date Needed By: _____

Item(s) Needed for Private Party without Lien:

- Copy of front and back of current title
- Bill of Sale containing both buyers and sellers physical addresses, collateral information (year, make, model, VIN, and mileage), and agreed sales price

Date Needed By: _____

Item(s) Needed for Lease Buyout:

- Copy of current registration or title
- Lease Buyout Package containing institution name, physical address, account number, payoff amount, and per diem

Date Needed By: _____

Item(s) Needed for Free & Clear Title:

- Copy of front and back of current title

Date Needed By: _____