Loan Document Checklist

Use this Loan Document Checklist to make sure you have all the right documents to secure your loan.

Document Name	Document Description	(Check ✓) if buyer has a copy	Request copy from
Promissory Note	Borrower's acknowledgement of loan and promise to repay	☐	Lender
Deed of Trust	Records lien and grants powers to Trustee in case of default	☐	Lender
Rider(s)	Adds additional loan terms/restrictions	☐	Lender
Good Faith Estimate	Preliminary estimate of fees and funds needed to close	☐	Lender
Second Good Faith Estimate *(if applicable)*	Re-disclosure of estimated fees required if there are major changes to the initial one	☐	Lender
Truth in Lending Disclosure	Shows repayment schedule and total amount you will have paid in the end	☐	Lender
Three Day Right of Rescission *(equity or refinance loans only)*	Notice of borrower's right to cancel the transaction during the 3 days after loan signing. *(not applicable in purchase transaction)*	☐	Lender
Estimated HUD-1	Escrow agent's estimate of costs and funds to be disbursed	☐	Escrow Agent
Final HUD-1	Final accounting of costs and loan disbursement of loan proceeds	☐	Escrow Agent
Credit Report *(not required to be provided to borrower but can be requested)*	Three-bureau credit report used by the lender in the credit decision	☐	Lender
Lock-in Agreement	Shows whether the rate was locked and if so, what the rate was	☐	Lender
Servicing Disclosure	Discloses to the borrower whether the lender intends to sell the loan	☐	Lender
Insurance Disclosure *(if applicable)*	Discloses any insurance products that were sold to the borrower in conjunction with the loan	☐	Lender
Broker Disclosure *(if applicable)*	Broker's agreement to provide a service and at what cost *(only applicable when broker was used)*	☐	Broker
Affiliated Business Disclosure *(if applicable)*	Required when a service provider refers the borrower to an entity the provider has beneficial interest in	☐	Party that referred borrower to an affiliate
HOEPA Notice *(required if fees exceed 8% of loan amount or rate is 10% or more above Treasury yield)*	Additional disclosure required if the APR is more than 10% above the Treasury yield, OR total fees are more than 8% of loan amount	☐	Lender

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