



## MORTGAGE DOCUMENT CHECKLIST



**DOMINION LENDING**  
CENTRES

When buying a new home or refinancing your existing mortgage, some documentation is needed to support your mortgage request. By providing us with the documents that we have indicated on this list, we can finalize your mortgage more efficiently.

### Buying a home?

- Purchase and sale agreement
- MLS Listing
- Contact information of your solicitor/notary

### Confirmation of your down payment:

- Savings or investments statement for past 90 days
- Sale of property – sale contract & mortgage stmt
- Gift Letter & confirmation funds on deposit
- Withdrawal from RRSPs

### Employment Verification:

- Copy of latest pay slip
- Letter of Employment
- T4
- T1 General and Notice of Assessment (NOA)

### Do you currently own your home?

- Recent mortgage statement
- Property Assessment
- Form B
- Strata Minutes
- Annual General Meeting Minutes

### Other information we may require

As part of your application process, we will ask you questions relating to what you owe and own, what some projected expenses might be such as taxes, condo fees, heating costs & if you are using the property to generate income

- Void Cheque
- \_\_\_\_\_
- \_\_\_\_\_