



Loan Application Checklist

WE WILL NOT BEGIN PROCESSING YOUR LOAN UNTIL WE HAVE ALL OF THE NECESSARY DOCUMENTS.

For ALL Types of Loans: ALL sections must be COMPLETELY filled in!
(PLEASE ATTENTION TO THE FOLLOWING)

- Amount Requested
- Desired Length of the Loan
- Repayment Option (Check boxes that apply)
- Check appropriate fees for Proceeds of the Loan and Add Description
- Be sure to include a **PERSONAL** email address
- Details of Employment
- List Name and **Full Address** including zip code of Home Relative Not Living with You
- Enter Auto, Debt, and Rent/Mortgage Payments on Page 2 of Loan Application Form
- SIGNATURE** of all parties on the loan
- Proof of Income (Current pay stubs, W-2 or Current Year Tax Returns)
- Proof of Income is also required for Co-Signer

New or Used Vehicle Purchased from a Dealer

- Copy of the Bill of Sale from the Dealer
- List any extra options on the vehicle (Used Vehicle - List the Mileage)
- Fax Bill of Sale to the Credit Union at (940) 299-4767

Used Vehicle Loan - Purchased from a Private Party

- List the Make, Model, Trim Level and VIN Number if any extra options on the vehicle (i.e. sunroof)
- Include the name of the Seller who the check will be payable to
- Copy of the Bill of Sale
- List the **MILEAGE** on the vehicle
- Copy of the Title

Refinancing Your Vehicle Loan

- List the Make, Model, Trim Level and VIN Number if any extra options on the vehicle (i.e. sunroof)
- Include the Name, Phone Number and Account Number of your **CURRENT** lender so that we can verify the payoff amount
- List the **MILEAGE** on the vehicle

Unsecured Signature Loan (For example: Debt Consolidation, Home Repairs, etc.)

- Check the fee for the **SPECIFIC REASON** for the loan. (If "Other", list in the reason for the loan.)
- For **Debt Consolidation Loans** - List the name(s) of the Credit(s) **AND** amounts **paid** to each (i.e. credit card company). All loan checks will be payable to the Credit(s).

QUESTIONS? Call us at (940) 299-4767

