

Stonehedge Funding, LLC

DOCUMENT SUBMISSION CHECKLIST

Borrower(s): _____

Collateral Address/zip: _____

Needed for Pre-approval:

- _____ 1) Application Fee of \$300.00
- _____ 2) Credit Authorization – all individuals, partners, and guarantors
- _____ 3) Personal Financial Statement/Balance Sheet – all individuals/Partners
This must include a detailed schedule of Real Estate Owned
- _____ 4) Last Two Years Tax Returns – Form 1040 w/ all schedules
- _____ 5) Last Two Years Tax Returns – Business Tax Returns – if applicable
- _____ 6) If Employed – 2 most recent pay stubs and copy of W-2
- _____ 7) Copies of your two most recent checking account statements – all pages *all Personal and Business*
- _____ 8) All Partnership, LLC documentation Cert of Org, Operating Agreement
SS4, Partnership Agreement etc.
- _____ 9) Corporate Owners names and percentage of ownership – if applicable
- _____ 10) Tax ID / EIN – if applicable
- _____ 11) Officer Names and Titles – if applicable
- _____ 12) Photo ID

Needed Prior to Commitment:

- _____ 13) New Loan Snapshot, Fully Executed Agreement of Sale
- _____ 14) Completed Property Inspection Report w/ thorough descriptions of finishes
- _____ 15) Completed Financial Analysis Form
- _____ 16) Contractor Work Estimates - customer prepared detailed line item budget

Needed Prior to Close:

- _____ 17) Signed Commitment Letter – with commitment fee prior to inspection
- _____ 18) Termite Certification – if required by Lender
- _____ 19) Building, Electrical, Plumbing permits – if applicable
- _____ 20) Copies of all Leases – if applicable
- _____ 21) Copy of Appraisal – if applicable
- _____ 22) Title Report – Stonehedge Funding, LLC listed at Mortgagee
- _____ 23) Closing Protection Letter
- _____ 24) Notice of Settlement (Date / Time / Location)
- _____ 25) Title Company Wiring Instructions (Bank / ABA# / Account #)
- _____ 26) Insurance Binder – Stonehedge Funding, LLC listed at Mortgagee
- _____ 27) Power of Attorney – if applicable
- _____ 28) Other: _____

Internal Check List			
_____	Current Financials / Credit Report	_____	Comps Pulled (in file)
_____	Preliminary Inspection Ordered by SHF	_____	Received (in file)
_____	Commitment Sent to Customer for Signature (s)	_____	Received (in file)

Settlement Date: _____ Time: _____ Location: _____

Stonehedge Funding, LLC.
P.O. Box 460, Uwchland PA, 19480
P:610-873-6022 F: 610-873-6026
www.stonehedgefunding.com

PERSONAL FINANCIAL STATEMENT AS OF _____

PERSONAL INFORMATION					
APPLICANT			CO-APPLICANT		
Name			Name		
Home Address			Home Address		
Home Phone	Cell Phone	E-mail	Home Phone	Cell Phone	E-mail
Social Security No.		Date of Birth	Social Security No.		Date of Birth
Employer			Employer		
Address of Employer			Address of Employer		
Business Phone Number	No. of years with employer	Title/Position	Business Phone Number	No. of years with employer	Title/Position
Name of Previous Employer & Position (if with current employer less than 3 yrs.)			Name of Previous Employer & Position (if with current employer less than 3 yrs.)		

Cash

Annual Income	Amount (\$)
Salary (applicant)	
Salary (co-applicant)	
Bonuses & Commissions (applicant)	
Bonuses & Commissions (co-applicant)	
Rental Income	
Interest Income	
Dividend Income	
Capital Gains	
Partnership Income	
Other Investment Income	
Other Income (List)	
TOTAL INCOME	\$

Annual Expenditures	Amount (\$)
State Income and Other Taxes	
Rental Income and Other Taxes	
Rental Payments, Co-op or Condo Maintenance	
Residential	
Mortgage Payments	
Investment	
Residential	
Property Taxes	
Investment	
Interest & Principle Payments on Loans	
Insurance	
Investments (including tax shelters)	
Alimony /Child Support	
Tuition	
Other Living Expense	
Medical Expenses	
Other Expenses (List)	
TOTAL EXPENDITURES	\$

Any significant changes expected in the next 12 months ____ Yes ____ No
 (if yes, attach information)

**Income from alimony, child support, or separate maintenance income need not be revealed if the applicant or co-applicant does not wish to have it considered as a basis for repaying this obligation.

Stonehedge Funding, LLC

Balance Sheet as of _____

ASSETS	AMOUNT (\$)	LIABILITIES	AMOUNT (\$)
Cash on hand in bank (including money market accounts, CDs)	\$	Notes Payable to this Bank	
		Secured	\$
		Unsecured	
Savings Account (List) (including money market accounts, CDs)		Notes Payable to Others (Schedule E)	
		Secured	
		Unsecured	
		Accounts Payable (including credit cards)	
		Margin Accounts	
Readily Marketable Securities (Schedule A)		Notes Due: Partnership (Schedule D)	
Non-Readily Marketable Securities (Schedule A)		Taxes Payable	
Accounts and Notes Receivable		Mortgage Debt (Schedule C)	
Net Cash Surrender Value of Life Insurance (Schedule B)		Life Insurance Loans (Schedule B)	
Residential Real Estate described in attached		Other Liabilities (List):	
Real Estate Investments (Schedule C) must			
Partnerships / PC Interests (Schedule D)			
IRA, Keogh, Profit-Sharing & Other Vested Retirement Accts.			
Deferred Income (number of years deferred)			
Personal Property (including automobiles)			
Other Assets (List):			
		TOTAL LIABILITIES	
		NET WORTH	
	\$		\$

CONTINGENT LIABILITIES YES NO AMOUNT

- Are you a guarantor, co-maker, or endorser for any debt of an individual, corporation, or partnership? YES NO
- Do you have any tax liens or judgments? YES NO
- Are there any suits or legal actions pending against you? YES NO
- Are you contingently liable on any lease or contract? YES NO

Schedule A • All Securities (including non-money market mutual funds)							
	DESCRIPTION	OWNER(S)	WHERE HELD	COST	CURRENT MARKET VALUE	PLEGDED	
						YES	NO
READILY MARKETABLE SECURITIES (including U.S. Governments and Municipals) *							
NON-READILY MARKETABLE SECURITIES (closely held, thinly traded, or restricted stock)							

* If not enough space, attach a separate schedule or brokerage statement and enter totals only.

Stonehedge Funding, LLC.

Please Answer the Following Questions:

1. Income tax returns filed through (date): _____ Are any returns currently being audited or contested? Yes No
If yes, what year(s)? _____
2. Have (either of) you or any firm in which you were a major owner ever declared bankruptcy? Yes No If yes, please provide details: _____
3. Have you drawn a will? Yes No If yes, please furnish the name of the executory) and year will was drawn: _____
4. Number of dependents (excluding self) and relationship to applicant _____
5. Have you ever had a financial plan prepared for you? Yes No
6. Did you include two years federal and state tax returns (*must be current*)? Yes No
7. Do (either of) you have a line of credit or unused credit facility at any other institution(s)? Yes No If so, please indicate where, how much, and name of banker _____
8. Do you anticipate any substantial inheritances? Yes No
If yes, please explain: _____

Representations and Warranties

The information contained in this statement is provided to induce you to extend or to continue the extension of credit to the undersigned or to others upon the guarantee of the undersigned. The undersigned acknowledge and understand that you are relying on the information provided herein in deciding to grant or continue credit or to accept a guarantee thereof. Each of the undersigned represents, warrants and certifies that the information provided herein is true, correct and complete. Each of the undersigned agrees to notify you immediately and in writing of any change in name, address, or employment and of any material adverse change (1) in any of the information contained in this statement or (2) in the financial condition of any of the undersigned or (3) in the ability of any of the undersigned to perform its (or their) obligations to you. In the absence of such notice or a new and full written statement, this should be considered as a continuing statement and substantially correct. If the undersigned fail to notify you as required above, or if any of the information herein should prove to be inaccurate or incomplete in any material respect, you may declare the indebtedness of the undersigned or the indebtedness guaranteed by the undersigned, as the case may be, immediately due and payable. You are authorized to make all inquiries you deem necessary to verify the accuracy of the information contained herein and to determine the credit-worthiness of the undersigned. The undersigned authorize any person or consumer reporting agency to give you any information it may have on the undersigned. Each of the undersigned authorizes you to answer questions about your credit experience with the undersigned. As long as any obligation or guarantee of the undersigned to you is outstanding, the undersigned shall supply annually an updated financial statement. This personal financial statement and any other financial or other information that the undersigned give you shall be your property.

Date

Your Signature

Date

Co-Applicant Signature

Please provide valid I.D with submission of this application

CREDIT AUTHORIZATION AND REQUEST

I, _____ (full legal name), having a Social Security Number
of _____, and a birth date of _____,
(Social Security Number) (Birth date)
currently residing at _____,
(Current address, City, State and Zip Code of residency)

hereby authorize and request that **Stonehedge Funding, LLC**, P.O. Box 460, Uwchland, PA 19480, its
successors and/or assigns, run credit reports and check background references on me in relation to a
mortgage loan request. This mortgage loan is in relation to a property I own or intend to purchase
located at:

_____ (address to be mortgaged).

If credit is extended to me, this authorization shall survive and be valid for the entire term of the loan and
any extensions, renewals or modifications thereof. During the life of the loan, the lender may from time to
time run credit reports on me as lender deems necessary to monitor and evaluate the loan, and update lender
records. Accepted and agreed:

X _____ (Signature) Date: _____

*****PLEASE SEND A COPY OF YOUR DRIVER'S LICENSE OR VALID IDENTIFICATION*****