

Refinance – Investment Property **Mortgage Document Checklist**

- **Current Mortgage Statement**

- **Income Confirmation - Employee**
 - a. Salaried employee
 - i. 2 recent pay stubs*
 - ii. Letter of employment*
 - 1. On Company Letterhead*
 - 2. Position/Length*
 - 3. Income - salaried or hourly*
 - b. Self-employed
 - i. Notice of Assessment*
 - 2 previous years*
 - ii. T1 Generals*
 - 2 previous years*
 - iii. Financial Statements*
 - 2 previous years (if applicable)*

- **Other Properties?**
 - a) A recent mortgage statement
 - b) Leases for rental properties