

GUIDELINES FOR UPLOADING YOUR LOAN DOCUMENTS

BELOW IS A GUIDE FOR IDENTIFYING WHAT YOUR DOCUMENTS SHOULD INCLUDE AND WHAT FORMATS ARE ACCEPTABLE.

ACCEPTABLE FILES...

SUPPORTED FILE TYPES: PNG, JPG, JPEG, PDF

OFFICIAL BANK STATEMENT MUST INCLUDE:

9/20/21, 3:09PM Account Detail - My Bank

MY BANK

John Doe
222 Lazy Lane
Big Town, TX 77777
Account #: 123456789

\$2,577.22 Available balance

Activity Summary

Current posted balance	\$2,673.17
Pending withdrawals/debits	-\$95.95
Pending deposits/credits	\$0.00
Available balance	\$2,577.22

Monthly Service Fee Summary
Routine payments

Transaction history:

09/20/21	PURCHASE Steam Purcha 425-9522985 WA CARD3896
09/20/21	PURCHASE PBC- PHOENIX AZ CARD3896
09/20/21	PURCHASE WALMART GROC BENTONVILLE AR CARD3896

Posted Transactions

Totals	\$2,5769.86	\$1,945.59
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<https://connect.secure.mybank.com/accounts/inquiry/accountdetails/acc123456789/JD>

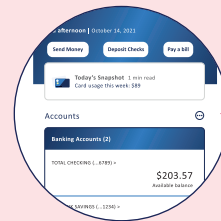
Account number

Transaction history

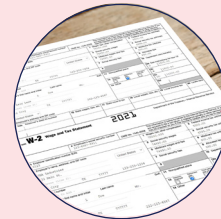
In addition to the above items, if printing from an online banking portal, you must also include the official BANK URL

Print as FULL PAGE to make sure the headers and footers are captured in the document.

UNACCEPTABLE FILES...



Screenshots of banking information are not acceptable files.



Documents should not be cut off or only include partial information.



Documents should not be held up in front of people or objects.

Have questions? Contact your Mortgage Loan Originator today!



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