



DOCUMENT CHECKLIST PURCHASE & PURCHASE PLUS IMPROVEMENTS

Customer(s) Name(s): _____

Once your mortgage request is assigned to a LSM underwriter, they will contact you. Please email the supporting documents directly to them.

- Mortgage Application
- Ascertaining Identity with Full Legal Names
- Joint Disclosure of Application
- LSM Consent and Authorization Form
- Purchase and Sales Agreement - signed by Vendor(s) and Purchaser(s)
- Property Cut Sheet or complete property information sheet if private sale
- List of intended improvements with quotes/cost estimates (purchase plus improvements)
- Income Verification - refer to Income Verification Guideline Sheet
- Confirmation of down payment and closing costs from non-borrowed sources;
if from savings 3 months history is required
- Gift letter, if applicable - funds must be in account 15 days prior to closing
(found on www.lsm.ca under Mortgage Forms)
- If purchasing a condominium - most recent financial statements on the condominium corporation
- If purchasing a mobile home - unit's year, make, manufacturer, serial, model and CSA Z240 number
- Written confirmation of annual heating costs
- Written confirmation of annual property tax amount
- Solicitor information