

## DOS AND DON'TS DURING THE MORTGAGE PROCESS

At Buckeye Lending Solutions, we want the mortgage process to go as smoothly as possible for you. So we've compiled this list of mortgage DOs and DON'Ts. By following these guidelines, you can help make sure that your loan processing and closing are completed as quickly as possible.

### DO:

- Do ask questions and be informed.
- Do provide copies of all requested documentation in a timely fashion.
- Do keep your file current with the most recent copies of your pay stubs and bank statements.
- Do continue to make all payments on credit cards, loans and rental or mortgage accounts as agreed.
- Do maintain a paperwork trails on everything connected to your application.
- Do (if purchasing) provide a copy of your pre-approval & your Mortgage Loan Originator's contact information to your realtor.
- Do consider the merits of having home inspections conducted as part of your purchase contract.
- Do consider negotiating a "Homebuyer Warranty" as part of your purchase offer (New or Existing construction)
- Do obtain a legible and fully executed copy (signed by all parties) of your purchase contract.
- Do make a copy of your escrow deposit check/wire receipt provided with your contract offer and provided evidence that it has cashed/deposited by the escrow/closing agent.
- Do arrange for a satisfactory homeowner's insurance coverage/ Flood Insurance ( if applicable) on your home effective on the date of your closing. This is normally done after receipt of the appraisal as the appraisal may contain information about the home that is needed by the insurance agent to provide you with an accurate premium quote.

### DON'T:

- **Don't apply or take out new credit cards, auto or personal loans or have new credit inquiries in your credit bureau file during the course of your loan process and closing. (UNDERWRITING CHECKS PRIOR TO CLOSING)**
- **Don't make any large unverifiable and un-documented deposits or withdrawals to your checking or savings account.**
- **Don't quit or change employment.**
- **Don't write any insufficient funds checks (NSF).**
- **Don't take any cash advances on credit cards to pay for your escrow deposits.**
- **Don't withhold payments to accounts to be paid off in closing without first discussing it with your Mortgage Loan Originator.**
- **Don't make a "contract, purchase offer" for an amount higher than your pre-approved amount without first discussing the details with your Mortgage Loan Originator.**
- **Don't include any seller's personal property (furniture, machinery, etc.) in the purchase contract as only real estate is permissible.**
- **And most of all, don't hesitate to call Buckeye Lending Solutions, Inc. if you have any questions**

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