



TBT  **MORTGAGE**
Part of the **Texas Bank and Trust** Company

The Home Loan Process

QUICK REFERENCE GUIDE

www.tbtmortgage.com

DOs and DON'Ts of the Home Loan Process:

- **DO Notify Us of Income Changes**

If there are any changes from what is documented on your loan application, it is best to tell your lender as soon as possible.

- **DO Keep Documentation of ALL Large Deposits**

It is important to note those deposits not related to payroll in your bank accounts.

- **DO Pay Bills on Time**

Stay current on all existing accounts.

- **DO Provide ALL Schedules of Your Federal Tax Return**

If you have filed an extension, please provide the documentation.

- **DO Provide ALL Pages of Your Bank Statements**

Even if pages are blank, please send complete statements.

- **DO Start Thinking About Your Insurance Carrier**

If you have not considered a homeowner's insurance provider, make it a priority.

- **DO Review Your Loan Disclosures in Their Entirety**

Make sure to cross out and initial any changes or corrections to the documentation.

- **DO Provide a Detailed Explanation for accounts to be used for closing and/or any derogatory credit items.**

- **DO Let Your Lender Know if You Are Going to be Out of Town**

Please give notice of any upcoming travel plans during the loan process.

- **DO Keep an Open and Accurate Line of Communication with Your Mortgage Loan Originator**

- **DON'T Apply for New Credit**

Every time you have your credit pulled by a potential creditor or lender, you lose points from your credit score immediately. New credit also brings a credit score down.

- **DON'T Pay Off Collections or Charge Offs**

Unless you can negotiate a delete letter, paying collections will decrease the credit score immediately due to the date of the last activity becoming recent.

- **DON'T Take Advantage of Your Credit Cards**

The best policy is to not max out, over charge, take out cash advances, or even pay off credit cards completely during the loan process.

- **DON'T Consolidate Your Debt Onto ONE or TWO Credit Cards**

When you consolidate all of your debt onto one card, it appears that you are maxed out on that card.

- **DON'T Use Money Not Accounted for in a Banking Institution**

Gifted money, 401(k) loans, and credit card advances can hinder your loan process.

- **DON'T Change/Quit Your Job**

Any kind of job movement before the loan closing can be detrimental to the process.

- **DON'T Co-Sign for a Line of Credit or Loan**

This additional debt will be included in your debt-to-income ratio.

Our **MORTGAGE PROFESSIONALS** understand the complex choices consumers face when buying, building, remodeling, or refinancing a home and are ready to assist you with all aspects of your financial needs.

This **QUICK REFERENCE GUIDE** can assist in answering many of your questions regarding the home loan process.

The Home Loan Process:

APPLICATION

Complete the loan application online or with the help of a Mortgage Loan Originator

To apply for a loan, you will need to submit detailed information about your personal finances and the property you wish to purchase. You can apply online @ www.tbtmortgage.com

PRE-QUALIFY

Determine if you will qualify for a mortgage before you begin shopping for a home

Meet with your lender to discuss available loan options. Select a mortgage product that is right for you. Receive a pre-qualification letter you can present to your realtor or prospective seller. View properties, make an offer, and sign the contract.

PROCESSING AND UNDERWRITING

Gather, analyze, and support statements from the application

A TB&T Mortgage Lending Processor will organize the paperwork to ensure all documentation is complete and prepare your application for underwriting. Your lender will perform an in-depth analysis of your credit and employment history as well as the condition and value of the property. They will carefully evaluate the application and documents, assess the risk, and determine the final conditions for your loan to close.

CLOSING AND FUNDING



Review and sign documents to fund the loan and close the transaction

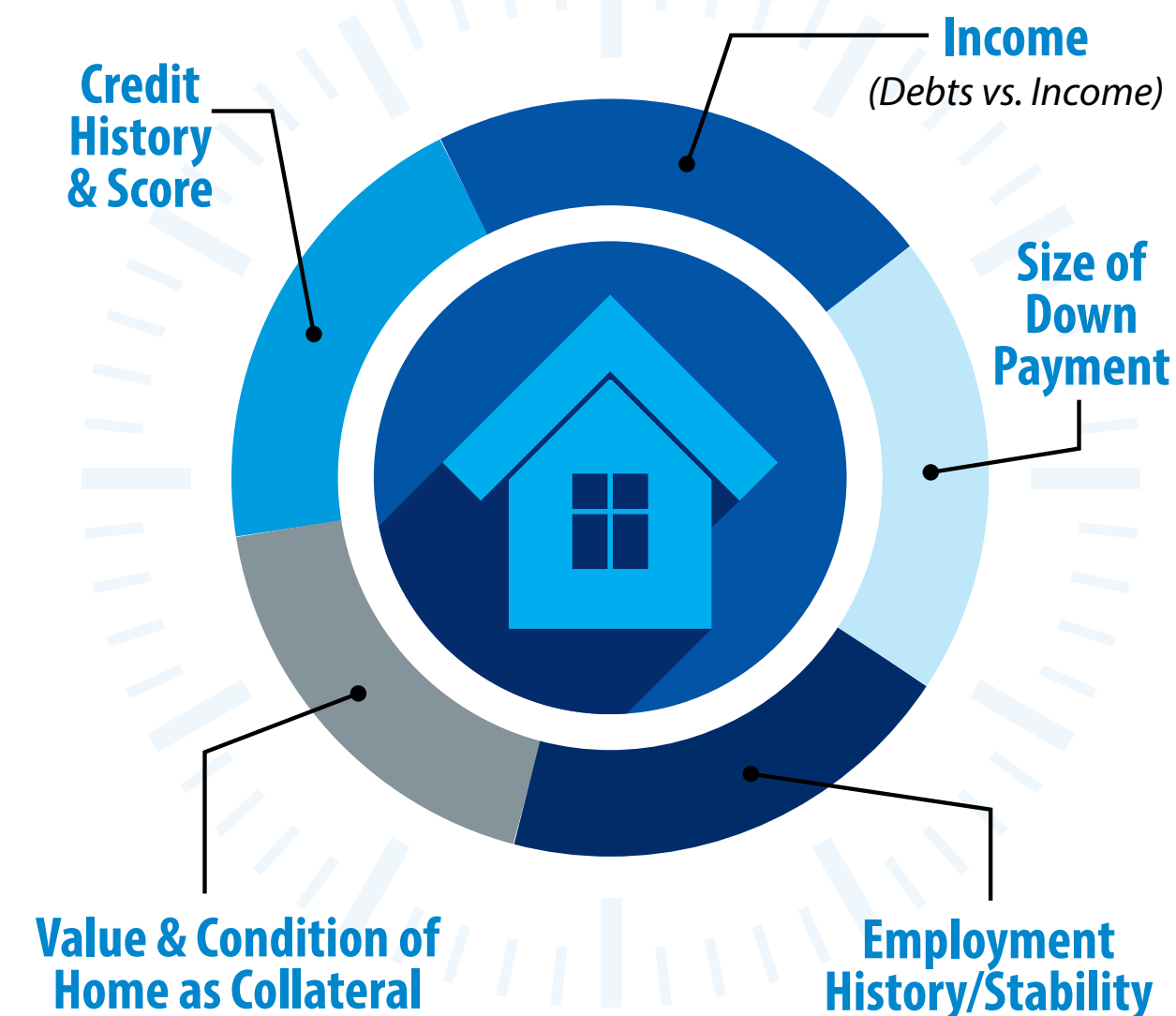
Once all the conditions of the loan have been met, your loan will be sent to closing. You will receive a Closing Disclosure that outlines all the details of the loan THREE days prior to your actual "closing" at the title company. After signing all your closing documents, the funds will be transferred to the seller and the loan process will be complete.

Get Pre-Qualified for a Home Loan

What are the benefits of being Pre-Qualified?

- A Pre-Qualification from Texas Bank and Trust signifies to sellers that you are a serious buyer with the ability to purchase their home.
- When competing against other buyers, your Pre-Qualification becomes a critical component to getting an offer accepted.
- During the Pre-Qualification process your lender becomes familiar with your financial situation and will be prepared to move quickly with a home loan that is tailored to your needs.
- Buyers who get Pre-Qualified for home financing before they start searching for properties make more educated purchase decisions.
- Buyers pre-qualified by a TB&T Mortgage Loan Originator also get the benefit of working with an experienced lender known for their professional excellence helping individuals achieve their home loan goals.

The Factors a Lender Evaluates:





BARBARA BERRY
Senior Vice President
Mortgage Origination Manager
NMLS #458226

ROBERTO MONSIVAÏS
Vice President
NMLS #1562459
LONGVIEW

ADAM NORTON
Vice President
NMLS #658523
LONGVIEW

JON HONEA
Senior Vice President
NMLS #546372
TYLER

KIM BORRELLI
Vice President
NMLS #580520
TYLER

TBT★MORTGAGE

Part of the **Texas Bank and Trust** Company

Competitive Rates | Personal Service | Flexible Options

Conventional Home Loans



Land/Lot Purchase + Interim Construction Loans



Refinance Loans



Remodeling + Home Improvement Loans



100% First-Time Home Buyer Program Loans



Government Loans



Home Equity Loans + Home Equity Lines of Credit



100% Texas State Professional License or Teaching Certificate Mortgage Loan Program



Individual Taxpayer Identification Number (ITIN) Program Loans



MONTANA GARCIA
Assistant Vice President
Mortgage Loan Originator
NMLS #2177966
TYLER

ANGELA LITTLEFIELD
Assistant Vice President
Mortgage Loan Originator
NMLS #1478405
DFW REGION

KATHLEEN McELROY
Vice President
NMLS #621876
FORT WORTH

LACE DEIBERT
President, Canton & Van
NMLS #543195
CANTON



LANCE TATE
Assistant Vice President
NMLS #1619442
CANTON

JONATHAN WEAKLEY
Assistant Vice President
NMLS #900663
CANTON

JUAN OVALLE
Vice President
NMLS #2130066
LINDALE

LAURA DUNCAN
Mortgage Loan Originator
NMLS #458226
LINDALE

We know you will feel right at home with the experienced trusted advisors
in our **Residential Mortgage Lending Services** department.
Our mortgage professionals are here to help you.

The journey home starts here.

www.tbtmortgage.com

NMLS #402927 | All TBT Lending Products Subject to Credit Approval.