

SUPPORTING DOCUMENT CHECKLIST
Home Improvement Loan Program

Once all documentation is retained, contact us to schedule an application/intake appointment. The following documentation and/or fees will be collected to accompany your application for review. If you have any questions concerning the information requested, please contact Mary Hester at 412-281-1100 x105 or mhester@nwwpa.org. Please have documentation BEFORE attending your appointment.

x	Paystubs (any additional income, if applicable)	2 Most Recent
x	Tax Returns	Years 2008 & 2007
x	W-2s	Years 2008 & 2007
x	Bank Statements	2 Most Recent
x	Present 3 Bid Proposals – Scope of rehab work and estimated cost for completion In a formal set of specifications and cost estimates. Work must be performed according to local code requirements	
x	Proof of Homeowners Insurance Coverage	
x	Photo Identification	
x	Copy of Deed	
x	Appraisal Report for Subject Property	
x	\$95.00 Application fee (non-refundable)	