HOUSE MORTGAGE APPLICATION CHECKLIST

The following details the documentation required to assess your house mortgage application. We may require further information on your personal circumstances or further clarity on the documentation you provide before we can fully assess your application.

Name(s): 1st Applicant _____ 2nd Applicant _____

For All Applicants	Applicant 1	Applicant2
Completed Application Form	☐	☐
Signed all Declarations, Authorisations and consents	☐	☐
Proof of Identity (Passport or Driver's License), if not on file	☐	☐
Proof of Address within the last 6 months (Bank Statements, Utility bill), if not on file	☐	☐
Proof of PPSN (Document from Government Department, Payslip etc) if not on file	☐	☐
Separation / Divorce Agreement (if applicable)	☐	☐
Confirmation of Gift Letter (if applicable)	☐	☐
Stamp 4/5 for non-EU Nationals (if applicable)	☐	☐
6 months savings statements	☐	☐
6 months credit card statements (if applicable)	☐	☐

For PAYE Employees	Applicant 1	Applicant2
Salary certificate(s) signed, dated and stamped by employer	☐	☐
Recent Employment Detail Summary (can be downloaded from www.revenue.ie)	☐	☐
3 months consecutive payslips to confirm basic salary	☐	☐
6 months up to date personal current account statements for all accounts in your name	☐	☐

For Self Employed	Applicant 1	Applicant2
Most recent 3 years audited/trading accounts certified by your accountant	☐	☐
Confirmation that tax affairs are up to date	☐	☐
Most recent 3 years Notice of Assessment / Form 11	☐	☐
6 months up to date business bank account statements of all accounts the business name	☐	☐
6 months up to date Current & Personal Bank Account Statements of all accounts in your name (including Revolut)	☐	☐