



**The following items are required to process our mortgage requests:**

- Current Pay Stub(s) for two months for all wage earners in household
- Most recent bank statement(s) checking, savings, CD's for 2 months
- Last two years Federal tax returns & W2's
- Most current Investment & /or Retirement Statement(s)
- Bankruptcy, Divorce, Child Support, VA Documents (if applicable)
- Copy of Driver's License(s)

**In addition if:**

**Refinance**

- Copy of homeowner insurance policy
- Copy of most recent mortgage statement

**New Construction**

- Copy of the estimates for the costs of construction on the home
- Name and address of contractor
- Blue Prints of home
- Legal Description of the property the home will be built on

Please provide as quickly as possible to avoid delays.  
Thank you!

**Norfolk**

100 North 13th Street  
P.O. Box 868  
Norfolk, NE 68702-0868  
402-371-8005  
888-371-8005

**Columbus**

1371 26th Avenue  
P.O. Box 908  
Columbus, NE 68602-0908  
402-563-3550  
800-562-8187

**Wayne**

220 West 7th Street  
P.O. Box 277  
Wayne, NE 68787-0277  
402-375-1114

**Ord**

2710 L Street  
P.O. Box 343  
Ord, NE 68862-0343  
308-728-5886  
800-791-2199

**O'Neill**

319 East Highway 20  
P.O. Box 429  
O'Neill, NE 68763-0429  
402-336-2700  
877-336-8937