



**MORTGAGE ON TIME**  
WHERE TIME IS IN YOUR FAVOUR

821 Bovaird Dr., W., Unit #31-L, Brampton, ON L6X 0T9 905 595 0867 1 877 761 9438 www.mortgageontime.ca info@mortgageontime.ca

Referral: \_\_\_\_\_

Brokerage Licence #11075

## General Documents Needed For New Mortgage Or Loan:

- Complete Mortgage Application Signed And Dated
- Copy Of ID's (Driver's Licence, Passport, Sin Card, Citizenship Card)
- Credit Report (Equifax.ca)
- Job Letter
- Paystubs (2 Most Recent)
- T4 or T4A
- Notice Of Assessments (Past 2 Years)
- 3 Months Bank Statements (Down Payment)
- Agreement Of Purchase And Sale
- MLS Listing Of Property
- Copies Of Existing Mortgage Statements
- Any Appraisals
- Utility Bills
- Annual Property Tax Bill
- Articles Of Incorporation, Financial Statements & Tax Returns (If Self-Employed)

## Helpful Links:

Equifax - [www.equifax.ca](http://www.equifax.ca)

Canada Revenue Agency - [www.cra-arc.gc.ca/menu-eng.html](http://www.cra-arc.gc.ca/menu-eng.html)



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**Applicant's Information:**

Name (first/init./last): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Prov. \_\_\_\_ Postal Code: \_\_\_\_\_

Home: (\_\_\_\_) \_\_\_\_\_ Business: (\_\_\_\_) \_\_\_\_\_

Cell: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_

Years at Res.: \_\_\_\_\_ Months: \_\_\_\_\_

**If < 3 Years - Previous Address:**

\_\_\_\_\_ Yrs.: \_\_\_\_\_

City: \_\_\_\_\_ Prov. \_\_\_\_ Postal Code: \_\_\_\_\_

Birth Date: (M/D/Y) \_\_\_\_\_

S.I.N.: \_\_\_\_\_

**Marital Status:**

- Single
- Married
- Widowed
- Separated
- Divorced
- Common Law

**Dwelling Status:**

- Rent  Own
- Living with Parents
- Other: \_\_\_\_\_
- Rent payment: \$ \_\_\_\_\_

**EMPLOYMENT:**

Current Employer: \_\_\_\_\_

Employer Address: \_\_\_\_\_

Occupation: \_\_\_\_\_

Years Worked: \_\_\_\_\_ Annual Income: \$ \_\_\_\_\_

**Income Type:**

- Salaried  Self Employed  Pension
- Alimony  Commission  Contract
- Part-Time  Hourly  Other: \_\_\_\_\_

Additional Income: \_\_\_\_\_ \$ \_\_\_\_\_

**If < 3 Years - Previous Employer:**

Occupation: \_\_\_\_\_

Years Worked: \_\_\_\_\_ Annual Income: \$ \_\_\_\_\_

**CO-Applicant's Information:**

Name (first/init./last): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Prov. \_\_\_\_ Postal Code: \_\_\_\_\_

Home: (\_\_\_\_) \_\_\_\_\_ Business: (\_\_\_\_) \_\_\_\_\_

Cell: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_

Years at Res.: \_\_\_\_\_ Months: \_\_\_\_\_

**If < 3 Years - Previous Address:**

\_\_\_\_\_ Yrs.: \_\_\_\_\_

City: \_\_\_\_\_ Prov. \_\_\_\_ Postal Code: \_\_\_\_\_

Birth Date: (M/D/Y) \_\_\_\_\_

S.I.N.: \_\_\_\_\_

**Marital Status:**

- Single
- Married
- Widowed
- Separated
- Divorced
- Common Law

**Dwelling Status:**

- Rent  Own
- Living with Parents
- Other: \_\_\_\_\_
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Years Worked: \_\_\_\_\_ Annual Income: \$ \_\_\_\_\_

**Income Type:**

- Salaried  Self Employed  Pension
- Alimony  Commission  Contract
- Part-Time  Hourly  Other: \_\_\_\_\_

Additional Income: \_\_\_\_\_ \$ \_\_\_\_\_

**If < 3 Years - Previous Employer:**

Occupation: \_\_\_\_\_

Years Worked: \_\_\_\_\_ Annual Income: \$ \_\_\_\_\_

**ASSETS:**

Type / Description	Financial Institution	Asset Value	Applicant	Co-Applicant
Cash in Accounts	_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
RRSP/GIC/TFSA	_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
RRSP/GIC/TFSA	_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
Mutual Funds	_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
Stock & Bonds	_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
Vehicle(s) _____	_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
Other: _____	_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>

**LIABILITIES:**

	Financial Institution	Balance	Payment		
Personal Loans	_____	\$ _____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
Vehicle Loan (s)	_____	\$ _____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
Student Loans	_____	\$ _____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
Lines of Credit	_____	\$ _____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
Credit Cards	_____	\$ _____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
Other: _____	_____	\$ _____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>

**REAL ESTATE (Including Current Primary Residence):**

(1) Address: \_\_\_\_\_ Rental  Monthly Rental Income: \$ \_\_\_\_\_  
 Current Value: \$ \_\_\_\_\_ Mrtg/LOC Balance: \$ \_\_\_\_\_ Monthly Payment: \$ \_\_\_\_\_ Taxes/yr: \$ \_\_\_\_\_  
 Lender: \_\_\_\_\_ Current Interest Rate: \_\_\_\_\_ Current Maturity Date: \_\_\_\_\_ Condo fee \$ \_\_\_\_\_  
 Other Mortgage or Line of Credit: \$ \_\_\_\_\_ Lender: \_\_\_\_\_ Monthly Payment: \$ \_\_\_\_\_

(2) Address: \_\_\_\_\_ Rental  Monthly Rental Income: \$ \_\_\_\_\_  
 Current Value: \$ \_\_\_\_\_ Mrtg/LOC Balance: \$ \_\_\_\_\_ Monthly Payment: \$ \_\_\_\_\_ Taxes/yr: \$ \_\_\_\_\_  
 Lender: \_\_\_\_\_ Current Interest Rate: \_\_\_\_\_ Current Maturity Date: \_\_\_\_\_ Condo fee \$ \_\_\_\_\_

I/WE CERTIFY THE INFORMATION PROVIDED IS COMPLETE AND ACCURATE. I DECLARE THAT NEITHER MY SPOUSE NOR ANY OTHER PERSON HAS ANY CLAIM IN OR TO THE ASSETS SHOWN ABOVE EXCEPT AS SET OUT HEREIN. I AM NOT BEING SUED AND THERE ARE NO EXECUTIONS AGAINST ME NEITHER DO I OWE ANYTHING TO ANY OTHER INSTITUTION EXCEPT AS REPORTED ABOVE. CONSENT: I/WE AUTHORIZE, MORTGAGE ONTIME INC. TO COMPLETE A CREDIT BUREAU INQUIRY FOR MORTGAGE PURPOSES. I/WE FURTHER AGREE THAT A CONSENT FORM WITH FULL DETAILS OF DISCLOSURE WILL BE SIGNED UPON REQUEST OF THE MORTGAGE BROKER/MORTGAGE AGENT OR ADMINISTRATOR.

*Your privacy is important. We are committed to respecting and protecting your privacy and security.*

**Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**CO-Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_