



Loan Submission Checklist

Sequoia 1099 Income

Borrower Name _____ Loan Number _____

Sequoia Non-QM Guidelines

Required for Initial Credit File

- Credit Report
- Initial signed 1003 by MLO including HMDA Demographic addendum
- Valid ID for all borrowers
- Document 0x30x12 month housing history(if not reported on credit report, cancelled check, mtg/rental statements including rental history etc. A VOM/VOR by a private party must be supported by cancelled checks
- [Borrower Contact Consent Form](#)
- [Non-QM Occupancy Certification Form](#)
- Preliminary Title Report/Title Commitment on refinance (on purchase, ok to follow) – Not required at time of submission in FL, NJ, and PA
- Signed purchase contract with all addendums and counteroffer(s)
- [Purchase Contact Form](#)

REQ

- Hazard Insurance Dec Page, Property Tax Bill, Mortgage Statement, and HOA statement for each property owned

ASSETS

- 2 months Personal Bank statements for down payment, closing and reserves any large deposits must be sourced
- Cash out proceeds may be used to satisfy reserve requirement

Income

W2 Borrower

- Most recent paystubs reflecting 30 days and YTD earnings, 2- or 1-year W2(s)

Self Employed 1099 1 & 2 Years Tax Transcripts Not Required

- 2 years or 1 year 1099(s)
- Paystubs with YTD earnings or YTD Bank Statements.

Expense Ratio Options:

- Option 1: Use Fixed expense ratio of 10% or
- Option @ Provide a third-party prepared P & L to a minimum 5% expense factor

Self Employed 1099 Documented No Expenses Tax Transcripts Required

- 2 years 1099(s)
- YTD earnings validated by paystubs, pay vouchers, WVOE, etc
- LOE from employer that borrower has no job-related expenses, or employment contract,

DEPARTING RESIDENCE

- Market rent analysis (1007), current lease and proof of receipt of deposit or 1st month rent

CAPITAL GAINS

- 2 years schedule D, documentation 2-year continuance, and document current asset ownership

DELAYED FINANCING:

- Document the source of funds used for the purchase with bank statements, personal loan documents, HELOC on another property, gift, etc.
- Provide Final closing documentation to document property purchased with cash.

ASSET DEPLETION: Qualifying assets / 84 = Monthly income

- 3 months personal account statements or a VOD with at least 120 days seasoning
- All individuals listed on asset statement must be on the Note and DOT

THE FOLLOWING BROKER UPFRONT DISCLOSURES ARE REQUIRED

- [State Specific Disclosures](#)