



HOME EQUITY LINES & LOANS CHECKLIST

Processing & decision takes approximately one to two weeks

Thank you for your interest in our Home Equity Line of Credit and for considering Winchester Savings Bank for your consumer loan needs. Listed below are the items that are required to process your credit request:

For Home Equity Loans Only: Please submit these items with the signed Early Disclosures you will receive from us within three business days of applying. Recent changes to the Real Estate Settlement Procedures Act require that WE NOT ACCEPT THEM WITH THE APPLICATION.

- Fully completed application
- Current town tax bill (with the total valuation of the property)
- Evidence of Condo or Association Fees (if applicable)
- Copy of the Quitclaim Deed
- Copy of Trust (if applicable)
- Current first mortgage bill or statement
- Copy of hazard insurance statement reflecting annual premium
- Current evidence of income
 - Paycheck stubs or
 - Two years federal income tax return or
 - Statements - social security, investment accounts, etc.
- Appraisal Fee: (if applicable)
 - Single Family and Condo Units.....\$375.00
 - 2-4 Unit Dwellings.....\$575.00
 - Properties valued in excess of \$1 million....\$450.00
- Trust Review Fees: (if applicable)
 - A Good Faith Itemization of fees is available from the Consumer Loan Department.

Please be certain that when you submit your application, you have provided all the information necessary to process your credit request in a timely manner.

IMPORTANT INFORMATION ABOUT PROCEDURES FOR OPENING A NEW ACCOUNT

To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify, and record information that identifies each person who opens an account. What this means for you: When you open an account, we will ask for your name, address, date of birth, and other information that will allow us to identify you. We may also ask to see your driver's license or other identifying documents.