

Law Office of Rick G Melendez

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Rick G Melendez ^{IL, CA}
State License Legend
CA California
IL Illinois

NEEDED DOCUMENTS

(COPIES ONLY, ORIGINALS WILL NOT BE RETURNED)

I. INCOME VERIFICATION

- a. Paycheck stubs for last 6 months: _____ to _____
- b. Bank statements for last 6 months: _____ to _____
(Please explain all transactions in excess of **\$450.00**)
- c. Federal Income Tax Returns _____ & _____
- d. Current Benefits Statement from Social Security
- e. Current Benefits Statements from County of San Diego (AFDC, WIC, Section 8, CalFresh, etc.)
- f. Employment history printout – showing tax withholdings
- g. Profit & Loss Statement for the last 6 months: _____ to _____

II. PROPERTY DOCUMENTATION

- a. Valuation of Real Property

- b. Current Statements for Mortgage, 2nd Mortgage, HOA, & Property Taxes
- c. Current Deeds to Property (Filed Stamped copies as recorded with County Recorder)
- d. Homeowner's Insurance Policy
- e. Closing Statement of any properties sold or purchase within the last year
- f. Valuation of Automobile (www.kbb.com or www.NADA.com or www.CarMax.com)
- g. Current Auto Registration of all vehicles under your name
- h. Current Auto Loan statement
- i. Current Auto Insurance itemizing the coverage (Declaration's Page)
- j. Current Statement for Life Insurance Policy (showing any cash value)
- k. Current Statement for Retirement Account (IRA, 401K, TSP, FERS, CALPERS, etc.)
- l. Corporate Cases: Articles of Incorporation & Stock Certificates
- m. Current Business Insurance Policy
- n. Current Business License

III. CREDIT COUNSELING CERTIFICATE

- a. www.summitfe.org - \$14.95 if completed on-line
- b. Chat online for \$24.95 or call (800) 780-5965 for \$34.95

IV. COMPLETE ATTACHED DOCUMENTS

- a. Green Intake Form (please return in the envelope provided)
- b. Government Issued Photo ID and SSN Card
- c. Monthly Budget for household expenses (Schedule J)

V. OTHER DOCUMENTS NEEDED

- a. Divorce Decree or Martial Settlement Agreement (FL 100, FL 120, FL 142, FL 150, FL 160)
- b. Domestic Support Order for Child Support, Alimony, or Maintenance
- c. Family Trust Document
- d. Timeshare Documents (Valuation, Trust Deed, Current Statement)
- e. Burial Plot Information (Valuation, Deed, Current Statement)