

Home Purchase Document Checklist for First-Time Buyers

Dear [Buyer's Name],

Congratulations on your journey to homeownership! Please find below a checklist of documents you will need to prepare as part of the home purchasing process:

Home Purchase Document Checklist

- Proof of Identity (e.g., driver's license, passport)
- Proof of Income (e.g., pay stubs, tax returns)
- Credit Report
- Bank Statements (last 2-3 months)
- Employment Verification
- Pre-Approval Letter from your lender
- Property Listing Information
- Purchase Agreement
- Home Inspection Report
- Insurance Policy Declarations
- Closing Disclosure

Please ensure that you have all the mentioned documents ready to facilitate a smooth transaction. If you have any questions, feel free to reach out.

Best regards,

[Your Name]

[Your Title]

[Your Contact Information]