



13, Upper Baggot Street, Dublin 4  
51 South Mall, Cork

**Mortgage Application Checklist**

- Photo Identification – Certified by a Garda / Solicitor / Accountant
- Proof of address – Certified by a Garda / Solicitor / Accountant
- P60 for last year
- Pay Slips – 3 if paid monthly, 6 if fortnightly and 13 if paid weekly
- Certificate of Income – to be completed & stamped by employer
- Current Account Statements – last 6 months
- Savings Account Statements – last 6 months
- Credit Card Statements – last 6 months
- Loan / Mortgage Statements – last 12 months
- Copy of credit history - apply online at [www.icb.ie](http://www.icb.ie) – NO CHARGE

**N.B.** If you have ever had late or missed payments on a credit card or loan account, you need to advise us of this when submitting your documentation.

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**Also Required for Self-Employed**

- Signed certified Accounts for the last 3 years
- Tax Clearance Certificate
- Revenue Self-Assessment – Chapter 4 for last 3 years
- Form 11 Return Summary for last 3 years
- Last 6 months business bank statements

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**Also required for Self Build Properties**

- Copy of Grant of Planning Permission and Conditions
- Detailed costings on bank's template – provided by MyMortgages.ie
- Copy of Supervising Engineer/Architect/Building Surveyor's professional indemnity insurance policy

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Directors: Mr. Jonathan Sheahan Company Reg.No. 399622

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