

## **BANK REQUIREMENTS FOR OBTAINING A MORTGAGE OR BANK ACCOUNT IN THE DOMINICAN REPUBLIC:**

- **Copies of Passports**
- **Copies of drivers licenses**
- **If married, A marriage certificate**
- **Completed EquaFax or TransUnion credit report authorization** (and actual report) which will be sent to the Bank representative. The cost of this is around \$100.00 (depends on the bank). Real Estate Broker or Banker will provide this form.
- **Last 2 income tax statements** (must be as current as possible)
- **Employment letters** (from both applicants) on company letterhead. Must include the name of your profession, how long you have worked there, and a positive review. Must also show the original signature from your employer and their title. If self employed, a letter from your accountant will suffice.
- **Employment pay stub**
- **Personal Letter(s) of reference from your bank(s)** (how long you have had accounts with them and stating that you are in good standing). Signed by a Bank official, with contact information and on a bank letter head.
- **Last 6 months of bank statements:** Used to determine there are no extreme fluctuations in your income to expense ratios.
- **Current Financial income statement** (assets to liabilities). Prepared by an accountant or an accepted Financial Statement template.
- **Reference letters from 2 professionals who know you (at least 5 years).** Must have a professional title or degree and include their full name, how long they have known you, their phone # and email address. **ONLY 1 REFERENCE FOR OPENING A BANK ACCOUNT IS NEEDED.**
- **Other evidence of assets** (home title, car title and proven blue book values, other bank accounts, retirement accounts. You may be asked to provide a home appraisal or bank letter verifying the values)
- **Copy of the title of the property** you select (Real Estate Broker can provide this)
- **You will also need to pay \$200.00 - \$250.00 for an appraisal** on the property you select
- **Document showing your current mailing address**
- **A personal letter to the bank expressing your reason for establishing a relationship (or account) with them.**

## **BANK ACCOUNT ONLY**

- **Copies of Passports**
- **Copies of drivers licenses**
- **Employment letters** (from both applicants) on company letterhead. Must include the name of your profession, how long you have worked there, and a positive review. Must also show the original signature from your employer and their title. If you are self-employed, reference letter from a long-standing client, or copy of your most recent business income tax filing.
- **Letter(s) of reference from your bank(s)** (how long you have had accounts with them and if you are in good standing). Signed by a Bank official on a bank letter head.
- **Reference letters from 2 people who know you.** Must have a professional title or degree and include their full name, how long they have known you, their phone # and email address. **ONLY 1 REFERENCE FOR OPENING A BANK ACCOUNT IS NEEDED.**
- **Document showing your current mailing address**
- **A personal letter expressing your reason for establishing a relationship (or account)**