



70 Delta Park Blvd, Unit 13 Brampton ON L6T 5E9 Ph: 905-789-1166 Fax: 905-789-7666  
[www.clarityfinancial.ca](http://www.clarityfinancial.ca)

## **PURCHASE REQUIRED DOCUMENTS**

- 1. Agreement of Purchase and Sale**
- 2. MLS Listing**
- 3. Mortgage Statements and Property tax bills of current properties owned if any**
- 4. Down Payment Verification:**
  - Funds currently in bank account:
    - *Copy of bank statements, showing account number and name, for 3 months*
  - Funds currently in GIC:
    - *GIC statement( funds should be in the account for minimum of 90 days)*
  - Funds currently in RRSPs:
    - *RRSP statement (funds should be in RRSP account for minimum of 90 days)*
  - Funds being gifted from family member
    - *Gift letter signed by donor and recipient (we will provide template)*
    - *Bank statement showing funds being transferred/deposited to account*
  - Funds coming from sale of existing property
    - *Sale Agreement*
    - *Recent mortgage statement*
- 5. Income Proof:**
  - If Salaried:
    - *Recent job letter*
    - *One recent pay slip*
  - If Self-Employed:
    - *2014 and 2015 Notice of Assessments from CRA*
    - *2014 and 2015 T1 generals (docs that accountant prepares)*
    - *Articles of Incorporation or Business registration*
- 6. Copy of Driver's License**
- 7. Void Cheque – for your biweekly and monthly payment**
- 8. Solicitor's contact details - otherwise we will appoint one for you**

Please fax 905-789-7666 or email these documents to: [himani@clarityfinancial.ca](mailto:himani@clarityfinancial.ca)