



Thank you for your interest in our Clean Energy financing program. To process your application as quickly as possible, please mail or bring in the items checked below:

- Copy of the fully executed contract agreement for the purchase and installation of your clean energy solution system from one of the participating contractors (our website lists the participating contractors).
- Copies of recent paystubs for one month and most recent W-2 statement if income is from a salary
- Copies of award letter or most recent 1099 if income is from Social Security or pension
- Copy of current monthly account statement if income is from 401(k) distribution, IRA distribution, or annuity
- Copies of last two years' U.S. Individual Income Tax Returns with all schedules if:
  - o You file Schedule C, E, and/or F, and/or
  - o Your bonus, commission, or tips income accounts for 25% or more of your annual income
- Copies of last two years' U.S. Business Tax Returns with all schedules and K-1's if you own 25% or more of a corporation or partnership
- If the subject property is part of a Condominium Property Regime then please provide:
  - o Name of condo project: \_\_\_\_\_
  - o Amount of monthly maintenance fee: \$\_\_\_\_\_

We will keep you updated on the progress of your loan application and will let you know of our decision once we receive these documents and verify the value of your property.

If you have any questions, please feel free to call me, my business card is attached below for your convenience.

On behalf of American Savings Bank, thank you again for your business.

<Attach business card here>