



Mortgage appointment checklist

Appointment date: _____
Time: _____
Officer's name: _____
Branch: _____
Branch telephone number: _____

At RBTT Bank we are committed to making banking convenient and easy.

The following documentation is required for processing your request:

Documentation

- Two (2) of the following valid forms of photo identification: Passport, National Identification Card or Driver's License. Where applicable, name changes must be evidenced by Marriage License, Affidavits, Deed Poll, etc.
- Proof of permanent address - not older than one (1) year; e.g. Utility Bill, Tax Assessment
- Proof of occupational income e.g. Letter from employer (not older than (6) months) or last two (2) pay slips. In the case of self employed persons, 3 years income tax statements or deposit history from an account not less than one (1) year.
- Specific requirements for House & Land purchase:**
 - Original title deed and plan of land
 - Vendor's sale agreement
 - Recent valuation of land, not more than 6 months old, from a qualified valuator approved by RBTT Bank.
 - Property tax and utilities receipts for the current year, if it is an existing property
- Specific requirements for Building Construction:**
 - Original title deed and plan of land
 - Vendor's sale agreement
 - Recent valuation of land, not more than 6 months old, from a qualified valuator approved by RBTT Bank.
 - Approved building plans
 - Detailed estimate of construction, including labor, dated and signed by the contractor
 - Quantity surveyor's report - see panel of surveyors on page 2
 - Evidence that clients can finance cost overruns

Should you need to reschedule or cancel your appointment, kindly contact us at least 24 hours in advance.

Thank you for making us your first choice.



Approved quantity surveyors/ valuers

Names of Company	Contact Person	Telephone Number (1-869)
Nevis		
DESPEN Trust	Dexter Bowrin	469-1016
Dore's Architectural	Michael Dore	469-2174
Hamoron Services	Hastings R Daniel	469-5572
Brand's Architectural Services	Spencer Brand	469-1882