



CMB Worksheet

Two (2) pieces of evidence of income included with this Worksheet (See **Step 1** on page 3.)

Type of Finance: Residential Commercial Business Land Credit card

Purpose of Loan: Purchase Equity take out Refinance Transfer/switch

Assumption Covenant change Equity line Mezzanine finance

Security: 1st mortgage 2nd mortgage Accounts receivable Other _____

Loan amount requested	Purchase price/value	Condition date (if applicable)(m/d/y)
Closing date (m/d/y)	Term requested	Amortization requested
Company name (if applicable):		

YOUR PERSONAL INFORMATION

Applicant			Co-applicant		
First name	Last name		First name	Last name	
Marital Status	Dependents #		Marital Status	Dependents #	
Social insurance number	Date of birth (m/d/y)		Social insurance number	Date of birth (m/d/y)	
Smoker : Yes <input type="checkbox"/>	No <input type="checkbox"/>		Smoker : Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Current address	Suite #		Current address	Suite #	
Own <input type="checkbox"/>	Rent <input type="checkbox"/>		Own <input type="checkbox"/>	Rent <input type="checkbox"/>	
City	Province/State	Postal code	City	Province/State	Postal code
Home phone			Home phone		
Work phone			Work phone		
Fax number			Fax number		
E-mail address			E-mail address		
Previous address (if at current address less than 2 years)			Previous address (if at current address less than 2 years)		
City	Province/State		City	Province/State	
Employer's name			Employer's name		
Employer's address			Employer's address		
Current position			Current position		
Length of service _____			Length of service _____		
Income type (salary, commission) _____			Income type (salary, commission) _____		
Annual Income on last N.O.A. \$			Annual Income on last N.O.A. \$		
Current annual income \$			Current annual income \$		
Self employed : Yes <input type="checkbox"/>			Self employed : Yes <input type="checkbox"/>		
No <input type="checkbox"/>			No <input type="checkbox"/>		
Other income (please specify)			Other income (please specify)		
Previous bankruptcy discharge date			Previous bankruptcy discharge date		
Consultant name	Code ID	Branch ID	Phone	E-mail (required)	



CMB Worksheet

Property

Address	Suite #
Province	Postal Code

Type of property : One storey Two Storey Three storey Split level Lot
 Acreage Other _____

Year built/purchased	Square footage	Lot size	Annual tax estimate
----------------------	----------------	----------	---------------------

Property description : Freehold Leasehold Condominium Unknown

Zoning : Major urban residential Urban residential Other _____

Building construction : Brick & stone Insulbrick Aluminum Other _____

Parking : Attached Detached Single Double None Other _____

Water : Municipal Private well Shared well Cistern Other _____

Heating : Forced air/gas Oil Hot water Electric Other _____

Waste disposal : Sewer Septic Holding tank Other _____

Financial ASSETS

Applicant (values \$)

Co-applicant (values \$)

Cash	Cash
Retirement savings	Retirement savings
Property	Property
Vehicle	Vehicle
Investments	Investments
Other	Other

Financial LIABILITIES

Mortgage	Mortgage
Credit card #1	Credit card #1
Credit card #2	Credit card #2
Loan	Loan
Credit line	Credit line
Auto loan	Auto loan
Lease	Lease
Student loan	Student loan
Other	Other



Step 1. Complete and submit the CMB Introduction Form along with two pieces of income verification, as outlined below. Second position and high-ratio applicants must also provide the additional documentation outlined below. The application will NOT be processed until this information is provided. If the applicants wish to obtain a competitive financing offer it is important to provide as much financial information as possible. The lenders will view more information as a lowered risk and reward the borrower with a better rate.

- ⤵ We must receive:
 - A recent pay slip (mandatory), plus
 - Any one of the following:
 - last year's T-4 slip
 - last year's T-1 general (first four pages)
 - last year's notice of assessment from Revenue Canada, or
 - a letter from the employer (confirming employment and income)
 - ⤵ For self-employed applicants, we may need:
 - 2 years' financials; and
 - 2 years' notice of assessment.
 - ⤵ For retired applicants, we may need:
 - the last 2 years' T1 Generals (first four pages)
- If clients are living off investments, we require copies of their investment statements.

- ⤵ **For second position mortgage applicants**, we need:
 - a mortgage statement from your financial institution for your current mortgage
- ⤵ **For high-ratio mortgage applicants** with an existing high ratio mortgage with CMHC or other insurance mortgage loan default insurance, we need
 - a copy of your CMHC or other insurer documentation.

CMB Worksheet

Use of information. You acknowledge and consent that the information you provide (or we collect with your consent) with respect to this credit application will be maintained in a credit file with us.

Access to your information will be limited to: our employees and our agents and their delegates in performance of their duties; other credit grantors or credit bureaus and Personal Information agents; mortgage insurers including mortgage portfolio insurers, credit insurers and other service providers used by us; those to whom access has been granted by you; and those authorized by law. Referring consultants may receive a fee and remuneration.

This personal information will allow us to: evaluate your credit application; provide services to you or us; properly administer any financial services and products we provide to you; and provide you with details of other financial services and products offered by us and our affiliates.

Where personal information is provided to our service providers and other third parties for the purposes described above, you understand that we will contractually require them to protect the information in a manner that is consistent with our privacy policies and practices.

You understand that you may withdraw this consent at any time upon reasonable notice subject to legal and contractual restrictions. However, you understand that this withdrawal of consent may impact our ongoing ability to provide you with financial products and services. You authorize us to use your Social Insurance Number for tax purposes and for administration of your account.

You understand that you have the right to request a copy of our privacy policies and to request access to your personal information in your file and request that any inaccurate information be corrected. To do so you may send a written request with details to: Privacy Officer, C.M.B. Canada Mortgage Brokers Inc. 14 – 3650 Langstaff Road Suite 275 Woodbridge Ontario Canada L4L 9A8.

High-ratio mortgage – The granting of the Loan or any part thereof or approval for insurance by CMHC or any insurer is not to be construed or relied on by the borrower(s) and any guarantor(s) as representing a confirmation of the value or condition of the underlying property, whether or not appraisals or inspections are carried out by or for CMHC or other insurers; nor is it to be construed or relied on by the borrower(s) and any guarantor(s) as representing a confirmation of the borrower(s) and any guarantor(s) ability to pay the Loan.

For Quebec residents only: You have expressly requested that this application and all related documents, including notices, be drawn up in the English language. Vous avez expressément demandé que cette convention et tout document y afférent, y compris tout avis, soient rédigés en langue anglaise.

We may obtain from anyone (including a credit reporting agency, financial institution, governmental body or employer) personal, credit or other information about you, and you authorize and consent to our doing so.

Signature First applicant

Date

Signature Second applicant

Date

CONTACT INFORMATION

If you'd like us to contact you: A CMB agent will be pleased to contact you Monday to Sunday between 9 a.m. and 9 p.m. ET. First Applicant Co-applicant At home At work On (date) _____

Between ____ and ____ (Local time)

CMB Approval Centre
 Tel. 416.410.1315 E-mail: approvals@cmbcanadamortgage.com
 C.M.B. Canada Mortgage Brokers Inc.
 Alberta RECA, British Columbia FICOM X300202 Ontario FSCO 10134

www.cmbcanadamortgage.com