

Prepare without oversharing

An organization checklist, not prequalification. Confirm the specific evidence and period requested by the actual application. Do not enter personal identification numbers.

1 Identify the evidence questions

Income category / period being documented

Role of the party requesting evidence

Topic	Record category / question	Ready or follow-up
Identity / legal capacity		
Current residence		
Income source and period		
Account ownership		
Existing obligations		
Name / address mismatch		

2 Check the route before sending

1. Verify
Recognize the actual requester.

2. Limit
Send only requested evidence.

3. Retain
Keep the submission confirmation.

Where are the secure submission instructions confirmed?

Which requirement or document is still unclear?

Do not alter a statement, hide a relevant discrepancy or label a checklist result approved. This worksheet accepts no uploads and does not verify identity or credit.

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PRE-SUBMISSION CHECK / Complete only with non-sensitive notes.

3 Resolve differences before resubmitting

Situation	Useful action
Old address	Ask which current record or supporting explanation is accepted.
Unreadable record	Obtain a complete, readable copy from the proper source.
Mixed deposits	Separate earnings, transfers and other receipts accurately.
Missing period	Ask for the exact coverage needed; do not guess a universal rule.
Unexpected message	Verify the contact independently before following an upload link.

Exact evidence requested / accepted alternative

Required period and confirmed deadline

Record version or non-sensitive reference

Completion and acknowledgement notes

A record being ready does not establish eligibility, state availability, acceptance of the evidence or approval. If an application fails technically, check whether the original submission was received before repeating it.

Background: FTC advance-fee-loan warning signs and CFPB credit-check guidance, linked on the eligibility page. This is an original preparation worksheet, not an official government form.