



# Personal Loan Program Requirement Checklist “CO-SIGNER APPLICATION”



### Eligibility Determination

- 18 years and older, must be an enrolled member of the Navajo Nation.
- Must be employed **Full Time** for two (2) years.  
(A co-signer may be required. Aco-Signer application must be completed).
- Applications and forms are available at the office or online at [www.nnooc.org](http://www.nnooc.org) →  
Departments → Credit Services Page
- Scan/Email complete application to: [creditdocuments@nnooc.org](mailto:creditdocuments@nnooc.org)

| Please provide the following  | Yes | No |
|---|-----|----|
| 1. Loan Application - Must be complete, filled out, signed, and dated by the applicant(s).  |     |    |
| 2. Employment Verification Form(s) - Must be completed by the Employers Human Resources Department. Employment verification will not be accepted if <b>Altered</b> .                          |     |    |
| 3. References - All references must be nearest immediate relatives of applicant.<br><b>NO Co-workers or Friends.</b>  |     |    |
| 4. Complete Homesite Lease must have applicants name on lease   |     |    |
| 5. Signed & Notarized Ethical Certification Form – Required only if applicant(s) is a Navajo Nation Elected Official, Political Appointee, Presiding Judge or Office of the Controller Staff. |     |    |

Attach the following documents for the Applicant and /or Co-Borrower:  
**Please provide clear copies.**

|  |  |  |
|--|--|--|
| a. Valid State Driver’s License(s) or State Identification Card(s)   |  |  |
| b. Social Security Card (s)  |  |  |
| c. Two (2) most recent check stubs from each of the applicant(s)   |  |  |
| d. Four (4) recent check stubs if paid weekly. <b>CURRENT</b> award letter if on fixed income.   |  |  |
| e. Document with physical description of current residency (Utility statement, Chapter Verification etc. Physical address must be on the document. |  |  |

ALL APPROVED LOANS WILL BE ASSESSED A LOAN CLOSING FEE OF \$65.00 AND WILL BE INCLUDED IN THE LOAN