



Switching your Mortgage

A Checklist For Homeowners

Switch your mortgage to Alterna and find smart financing options that help you save more!

Buying a home is probably the biggest investment you'll make in your life. Switching your mortgage to another financial institution is just as big. However, you might find that switching could help save you money in the long run. Alterna's lending experts can help you save time and money by providing you with the right switching solution – one that fits your lifestyle.

To get started, book an appointment with an Alterna home ownership expert. Here's a list of things you'll need to bring to your appointment:

☐ **Two Pieces of Government Issued Photo Identification:**

1. **Primary Identification** - Provincial Drivers Licence, Canadian Passport, Canadian Citizenship or Immigration Forms
2. **Secondary Identification** - Major Credit Card, Age of Majority Card (in Ontario Bring Your Identification (BYID) Card) or Student ID (University or College)

☐ **Confirmation of your Current Residence**

This may be in the form of a current utility bill (electricity, cable, phone, water, etc.)

☐ **Social Insurance Number**

Required for applicable reporting to the Canada Revenue Agency (CRA)

☐ **\$15 Membership Share**

By opening an account, you are becoming a member and part owner of your financial co-operative. You'll have say in Alterna Savings' policies and you'll be able to shape the future by voting or running for your Board of Directors. Please bring \$15 in cash with you.



Switching your Mortgage

A Checklist For Homeowners

- ☐ **Confirmation of Income and/or Employment**
 - This can include recent paystubs or a signed letter of employment indicating your position, income, and tenure
 - If you are self-employed or have a commission-based salary, please bring your two most recent tax assessments (T1-General supported by Notice of Assessment) and last year's financial statements (if available)

- ☐ **Most recent Property Tax Assessment**

- ☐ **Most recent Property Tax Bill**

- ☐ **Copy of your Current Fire Insurance Policy**

- ☐ **Most recent Mortgage Statement or Renewal Notice**

- ☐ **Copy of Registered Mortgage Document**

- ☐ **Canadian Mortgage and Housing Cooperation (CMHC) or Genworth default insurance policy number (if applicable)**

- ☐ **Copy of current Water Potability Certificate (for rural properties)**

Bring your mortgage to Alterna and don't pay the switching fee!

If you have any questions or wish to reschedule your appointment, please do not hesitate to contact the branch directly or our Contact Centre representatives at 1-877-560-0100.

Thank you for choosing Alterna Savings.