

SUPPORTING DOCUMENTATION CHECKLIST

For all loan applications:	<input type="checkbox"/> Copy of Driver's Licence	<input type="checkbox"/> Copy of Passport or Birth Certificate	<input type="checkbox"/> Marriage certificate if name change	<input type="checkbox"/> Other _____
	<input type="checkbox"/> Rates notice for all properties owned			
	<input type="checkbox"/> Bank internet summary showing account numbers & balances			
	<input type="checkbox"/> Superannuation Statement/Life Insurance Policy/Income Protection Policy			

If loan/s being refinanced:	<input type="checkbox"/> Copy of last 6 months home loan statements
	<input type="checkbox"/> Copy of last 6 months home loan statements for any investment properties owned
	<input type="checkbox"/> Copy of last 6 month credit card statements (for all credit cards held)
	<input type="checkbox"/> Copy of last 6 month personal loan statements (for all personal loans held)
	<input type="checkbox"/> Copy of last 6 months statements for store cards and interest free loans
	<input type="checkbox"/> Copy of last 6 months statements for any hire purchase or lease agreements.

Property Purchases	<input type="checkbox"/> Copy of signed Offer & Acceptance (all pages including annexures) <input type="checkbox"/> If an investment then a letter from R/E agent confirming expected rental income
--------------------	--

Construction	<input type="checkbox"/> Copy of building contract, plans & specifications
--------------	--

Rental Income	<input type="checkbox"/> Rental statement from managing agent (current) <p align="center">OR</p> <input type="checkbox"/> Lease agreement and bank statement confirming rental credits (3 months)
---------------	---

PAYG Applicants	<u>Proof of Income</u> <input type="checkbox"/> 2 Computerised pay slips (must be current or not later than four weeks old.) <p align="center">OR</p> <input type="checkbox"/> Letter of employment (no more than 4 weeks old) if computerized pay slips are not available AND Tax return or PAYG Summary (Group Certificate) must be provided
-----------------	--

Commission Income	<input type="checkbox"/> 2 Computerised pay slips (must be current of no greater than 4 weeks old) <p align="center">OR</p> <input type="checkbox"/> Letter of employment (no more than 4 weeks old) if computerized payslips are not available AND Tax Return or PAYG Summary (Group Certificate) must be provided
-------------------	--

Self Employed Applicants	<input type="checkbox"/> Last 2 years Financial Reports and income Tax Returns (signed & certified) <input type="checkbox"/> Details of how long business has been in operation, type of business and comments on relative issues or items in Financial Reports
--------------------------	--

Company & Trust Applicants	<input type="checkbox"/> Last 2 years of Personal Income Tax Returns for Individuals (signed & certified) <input type="checkbox"/> Details and comments on relative issues or items in Financial Reports <input type="checkbox"/> Details of Directors of company (incl. directorship, shareholding, interest in other entities) <input type="checkbox"/> Certified copy of the stamped Trust Deed
----------------------------	---