

PROPERTY PURCHASE

EMPLOYED ON WAGES:

- ☐ Three most recent consecutive pay slips for each applicant
- ☐ The last two years' income statements for each applicant
- ☐ Previous two years' tax returns and assessment notices (casual employees only)

SELF EMPLOYED:

- ☐ Previous two years' business and personal tax returns, notices of assessment and financial statements (balance sheet, profit & loss etc.)
- ☐ Tax portals for all entities and applicants
- ☐ Up to date profit and loss statement and BAS reports for current financial year

OTHER INCOME:

- ☐ Lease agreement or statement from real estate for rental properties
 - ☐ Letter from Centrelink
 - ☐ Most recent letter from Child Support Australia
 - ☐ Dividends – last two years full tax returns and notices of assessment
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ALL APPLICANTS TO PROVIDE:

- ☐ Most recent superannuation statement
- ☐ Most recent council rates notice for all properties being used as security
- ☐ A statement/transaction listing showing the last 90 days (minimum) on all bank accounts and loans (not being refinanced) outside of The Capricornian – must show bank name, account holders names and account numbers
- ☐ Most recent credit card statement for all credit cards – this also includes BNPL accounts and store cards such as Afterpay, Zip Pay etc.
- ☐ A statement for your lease vehicle from the lease company showing balance owing and costs
- ☐ Statement from your salary sacrifice account
- ☐ Statement from ATO showing owing balance on any HECS/HELP/STSL

OTHER:

- ☐ Copy of the signed contract of sale
 - ☐ Receipt for any deposit paid to the realestate
 - ☐ Solicitor/conveyancer details
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IDENTIFICATION:

- ☐ Drivers' Licence & Passport (along with any relevant name change documents) or
- ☐ Drivers' Licence, Medicare card & Birth Certificate (along with any relevant name change documents)

Copies, extracts and ceremonial documents are not acceptable

DEPENDING ON YOUR PERSONAL CIRCUMSTANCES, ADDITIONAL/ALTERNATIVE DOCUMENTATION MAY BE REQUIRED