

Personal & Car Loan Documentation Checklist

To enable your Personal/Car application to proceed smoothly and efficiently, please complete the application form and attach the following supporting documents for the loan:

Proof of Living Expenses

Most recent 3 months bank statements for all accounts other than Bank First, showing transaction & balance history as well as salary credits with the name of the guarantor's employer evident; and

Proof of Income

PAYG Salary Wages:

Most recent payslip including a minimum 3 months YTD breakdown of allowances, deductions, income and tax. For regular overtime or bonus payments, a copy of employment contract or PAYG payment summary may be required. Verbal confirmation will be sought from employer.

Additional documentation may be required to support your loan application. The following checklist is provided as a guide.

Self Employed:

If you are self employed, we require the following documents:

Last two years Personal Tax returns and notice of assessment; and

Last 2 years Partnership/Business/Trust/Company Tax Returns & Financial Statements (including Balance Sheet/ Profit & Loss Statement and where applicable a copy of Trust Deed).

Where the last two years tax returns including financials are older than 18 months, refer to Bank First for further information to be provided.

Landlords:

If you have an investment property, we require one of the following documents:

Copy of the current Lease agreement; or

Recent Rental Statement from Real Estate Agent within the last 30 days; or

Where rental income will be derived from a new purchase or for an untenanted property, a rental appraisal needs to be supplied by a Real Estate Agent independent from the selling agent.

Other:

Government Payments – Family allowance/Pensions/ Childcare benefits require a Centrelink Benefit statement dated within the last 6 weeks, or 3 months statements confirming payments, or whole of pay to Bank First for 3 months.

Maintenance – Child Support Agency assessment notice and 3 months current bank statements confirming regular payments.

Superannuation/ESS Pension – Recent Superannuation statement showing makeup & balance of funds; and recent bank statements showing regular income over 3 months.

Purpose of Loan

Car Purchase

After purchasing a vehicle:

You will also need to send through the following (when available):

Full copy of signed Contract of Sale; or

A copy of the VicRoads Registration Certificate (for private sales); and

Evidence of deposit paid.

Personal Loan

Purchase Personal Items (e.g. furniture):

You will also need to send through the following (when available):

Copy of quotes or invoices for items to be purchased; or

List of proposed purchases with estimates costs.

Travel:

Copy of your itinerary;

Copy of tickets or invoice

Evidence of approved leave (for extended periods of travel).

Minor Home Improvements:

List of improvements to be undertaken with estimated costs; or

Copy of quotes for work to be completed; and

Most recent Rates Notice showing Capital Improved Value.

Refinance Loan or Debt consolidation:

Statements of last three months for all loans and/or credit cards to be refinanced