

What you'll need to support your loan application

Documentation Checklist

To help us process your loan application as quickly and smoothly as possible, use this handy checklist as a guide to what you will need to supply with your loan application. Your Loan Specialist will let you know if other documents are required for your situation.

Identification

If you are not currently a Suncorp Bank customer, proof of identity is required.

Please bring along the following (originals or a certified copy):

- One Primary Photographic Identification Document (e.g. Passport, Driver's Licence, proof of age card);
OR
- One Primary Non-Photographic Identification Document (e.g. Birth Certificate, Citizenship Certificate); and
One secondary document (e.g. Council rates notice or utilities bill (gas, electricity, phone) issued within the last 3 months, Income Tax Assessment Notice (issued by the ATO within the last 12 months).

Your Loan Specialist can assist with more document options for identification and specific identification requirements for entity types such as Companies, Trusts, Partnerships or Associations.

Your Income Details

- Salary**
 - Most recent computer generated pay slips confirming at least three months' year to date income or annual salary.
 - OR
 - Most recent statements of account showing regular salary credits from your employer, covering at least three months.
- Self Employed**
 - Final annual financial statements for the last two consecutive years and your personal taxation returns for the same two years.
- Other Income**
(if applicable)
 - Rental income existing/proposed (rental statement or copy of tenancy agreement).
 - Shares (investment statements/certificates).
 - Centrelink benefits (Centrelink letter or statement no older than 90 days).

Your Assets

- Evidence of investments (most recent statement or investment certificate confirming funds).
- Details of other assets (property, motor vehicle, etc).
- Evidence of savings not kept in a Suncorp Bank account covering a minimum period of three months (if being used towards the purchase).

Your Expenses and Liabilities

- Details of your monthly expenses such as rent, utilities, child support/care payments.
- Details of any loans, and other personal debts that are not with Suncorp Bank (please provide most recent statements covering a minimum period of six months).
- Details of any credit cards or store cards, providing most recent statement.

Other Details (applicable depending on loan application type and personal situation)

If you are:

- Purchasing a property or vacant land and already have a contract of sale, please bring:
 - Fully completed, dated and signed Contract of Sale.
 - Solicitor/conveyancer's details.
 - Copy of Transfer of Land (if applicable).
- Building a property or extension and negotiated a contract, please bring:
 - Fully completed, dated and signed Building Contract.
 - Copy of council approved Plans and Specifications.

You are required to obtain and maintain building/home insurance for the life of the loan, and you may be required to provide Suncorp Bank with evidence of this cover prior to settlement.

If you are unsure about the requirement or unable to supply the information, please speak to a Loan Specialist who will assist you.

To get in touch, call **13 11 75**, visit your local branch or, if you prefer, a Mobile Home Loan Specialist could come to you.

It's worth the switch

SUNCORP BANK 

Home Loans are made by Suncorp-Metway Ltd ABN 66 010 831 722 ("Suncorp Bank") ACL 229882. All Home Loans are available to approved applicants only. Terms and conditions apply and are available on request. This is a general indication of documentation required. Further documentation or information can be required at any time prior to settlement of any approved home loan. This information is current 01/03/11.