

VOGUE PROGRAMS CHECKLIST

Provide **all** required documentation



Submit loan application with this Fast Track form



Loan application formally assessed by Credit Analyst



Formal approval issued*

A	RESIDENTIAL & COMMERCIAL APPLICATIONS	TICK
1	Application for Mortgage Finance signed & dated	
2	Broker Interview Guide (only for NCCP regulated credit)	
3	Broker Declaration Form signed & dated	
4	Verification of Identity Form (VOI)	
5	Completed valuation report	
6	Completed Serviceability Calculator	
B	PURCHASE	TICK
1	Contract of sale signed and dated – please confirm Purchaser name/s match loan application (if not, nomination form to be provided)	
2	Evidence of funds to complete (and deposit paid if any)	
C	REFINANCE	TICK
1	6 months statements on home loan OR 12 months statements on home loan if non-conforming loan	
2	3 months statements on personal loans, credit cards, car loans or overdrafts (only required if we are refinancing these debts and must be dated within 6 weeks of application)	
3	Original loan agreement for private loan AND 12 months statements OR letter of conduct	
D	INCOME – PAYG	TICK
1	2 x payslips dated within 6 weeks of application	
E	INCOME – SELF EMPLOYED (FULL DOC)	TICK
1	Latest 2 years of individual tax returns & ATO notice of assessments AND	
2	Latest 2 years of company/trust tax returns if income is derived from different entities	
F	INCOME – SELF EMPLOYED (LITE DOC)	TICK
1	Self-Employed Borrower Repayment Declaration (SEBRD) AND	
2	Accountant letter in standard format OR	
3	12 months lodged BAS statements	
G	INCOME - RENTAL INCOME (LEASE DOC)	TICK
1	Existing lease – lease agreement OR rental statements	
2	New lease – valuation report OR 2 x rental appraisals (must be from registered real estate agents)	
H	SMSF	TICK
1	Certified signed and dated trust deed and bare trust deed (including schedules, annexures & deed of variation if applicable)	
2	Last 12 months evidence of super contributions via either: <ul style="list-style-type: none"> • SMSF super contribution statements • 12 months SMSF bank statements • SMSF financials 	

Broker Name

Date

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Broker Signature

**Subject to full credit assessment. Further documentation may be required in order to proceed to formal approval.*