



Applying for a Home Loan

Speed up and simplify your home loan application with this checklist.



Identification/ Verification of Identity (VOI)

Talk to your lending specialist to find out your identification (ID) requirements.

ID requirements will vary depending on your situation. Forms of ID include; drivers license, passport, birth certificate, Medicare card and Marriage Certificate if your ID documents have differing surnames. We may ask you to use our online VOI portal.



Income

You will need to provide:

Your most recent pay slip; and

Three months of account statements showing the income deposits

If you are self-employed you will need to provide:

Your tax returns (both personal and business) and financials for the last two years

Copy of your last two notice of assessments

If applying after 1 January, your Business Activity Statement (BAS) showing any business trade since completing your most recent tax return. Plus your interim financial statements.

If you are self-employed and your tax return is not yet available for last year, you will need to provide:

Profit and Loss and Balance Sheet for last year from a Qualified Accountant

Tax return from the previous year

If you earn rental income you will need to provide one of the following:

Rental agreement

Managing agent statement

Latest account statement showing rental credits

Tax returns confirming rental income **Mandatory if more than 4 rental properties*

If you receive government benefits you will need to provide:

Centrelink or other government body issued letter confirming your benefit and amount

If receiving Family Assistance, you will need to provide birth certificates for children under 12 years of age



Living expenses

Complete a [Living Expenses Assessment \(LEA\) form](#)

Provide details on how much you need to maintain a reasonable standard of living via a LEA form. You will need to consider expenses such as food, transport, insurance, utilities and health care.

Most recent 1 month statement of main transaction accounts



What else will you need?

First home buyers

Three months of statements to prove 5% savings which will be the deposit

Plus any of the following under 'Buying' and 'Building'

Buying

Purchase contract/s

Most recent statements on all debts

Building

Building contract

Plans and specs

Most recent statements on all debts

Refinancing/ debt consolidation

Most recent rates notice

Six months of statements for all debts being refinanced

Three months of statements for credit cards

Equity

Most recent rates notice

Most recent statements on all debts

Heritage Bank

People first.

This is a guide only. You may be asked to provide additional information and/or clarification on any documents you supply.

Loans are to approved applicants only. Target Market Determinations for applicable products issued by Heritage Bank, can be located at www.heritage.com.au/TMD from 5 October 2021. Conditions, criteria and fees apply. Heritage Bank Limited ABN 32 087 652 024. AFSL and Australian Credit Licence 240984. LE011 Effective 06/08/21.