## **Application Checklist Guide**

## **TEACHERS MUTUAL BANK LIMITED**

## **Lender's Forms**

- All forms can be located on our broker portal forms section: https://broker.tmbank.com.au/forms
  Applyonline will populate, within the 'Supporting documents' tab, a complete list of requirements once your application data has been captured and these application forms can be accessed via the Applyonline 'Print' function
- All requirements must be uploaded to the Applyonline application 'Supporting documents' tab.

Borrower 1	Borrower 2					
		Application for Membership				
		Privacy, Consent, Declarations & Rate Lock	<			
		Verification of Identity				
		Broker Supplementary Commentary: Fina	ncial Position			
Income	Verificat	ion				
Borrower 1	Borrower 2	PAYG employee	D1	D	Calf annuland	
		Two most recent consecutive payslips	Borrower 1	Borrower 2	Self-employed	
		showing both applicant and employer names, ABN and YTD income.			Last two years personal and, if applicable, business Tax Returns, and  Current Balance Sheet and current	
OR at least tw	o of the following	g documents.			Profit & Loss statement, and	
		Employment Contract Payment Summary			Latest years Tax Assessment Notice	
		Letter from employer on letterhead,			Investment Income/Pensions/ Government Benefits	
	_	not more than one month old,			Last three months (six months for	
		containing details of gross annual income, role or position, length of employment, the basis of the			investment Income) statements, showing continuity of income type, or	
		employment and breakdown of any salary package.			Latest Investment or Dividend Statements/Pension	
		Rental Income			Statements/Government Benefit Statements.or	
		Current signed tenancy agreement, or			Last two years personal tax returns.	
		Latest rental income statement from managing agent, or				
		Last two years personal tax returns.				
Verifica	tion of ex	isting commitments				
Borrower 1	Borrower 2					
		Last three months statements of existing h	nome loans (dated	within 6 weeks o	f the application date)	
		Last two months statements of existing pe				
Purchas	sing Prop	erty				
Front	- Paga of Contrac	at of Sala (must show purchase price finance	data sattlament d	ata) and any other	or pages relating to the price to be paid	
Front Page of Contract of Sale (must show purchase price, finance date, settlement date) and any other pages relating to the price to be paid.  Evidence of funds to complete.						
Signed letter stating that gifted funds are non-repayable (If applicable).						
= -	Three months statements confirming genuine savings (if LVR >= 90%).					
=	Completed First Home Owners Grant application (if applicable).					
Constru	istina No	W Droporty				
Constit	icting ive	w Property				
Сору	of proposed pla	ins and specifications.				
Сору	of proposed bui	ilding contract.				
Refinan	cing/Con	solidating				
	at throo months	etatemente of evicting home leans hair a refin	anaad			
	Latest three months statements of existing home loans being refinanced.  Latest two months (minimum period of 60 days) statements of other banks personal loans being refinanced/consolidated					
		s of the application date).	iei nai ivə hei 20119	i ioai is bell ig tetti	iai icea/ coi isolilaatea	
	Latest two months (minimum period of 60 days) statements of credit or store cards being refinanced/consolidated (dated within 6 weeks of the application date).					