

Choice Series - Commercial Easy Refinance - Checklist

Forms	Application Forms and Broker Supporting Notes	
	Valuation Form	
	Servicing Calculator	
All Applicants/ Guarantors	Certified Colour Copy of Passport	
	Certified Colour Copy of Driver's Licence	
	Equifax Credit Report	
	VISA (if applicable)	
	Certified copy of Trust Deed (if relevant)	
Income Documents	PAYG	
	Latest 2 Payslips, or	
	Employment Letter	3 Months' Salary Credit
	Self Employed - Sole Trader / Partnership	
	Personal Bank Statements showing 6 months of salary/dividend credits, or	
	Latest personal tax returns and company tax returns, or	
	Latest business or personal tax assessment notice confirming tax return status	
	Self Employed - Company	
	Latest company bank statements/financials showing turnover/trading history, or	
	Latest company/business tax returns, or	
	Latest Tax Assessment Notice confirming tax return status	
	Self Employed - Trust	
	Latest trust statements/financials showing turnover/trading history, or	
	Latest company/business tax returns, or	
	Latest Tax Assessment Notice confirming tax return status	
Security	Three Months Rental Statements	
	Twelve Months Mortgage Statements	
	Signed Lease Agreement	
	Valuation Report	
	Valuation Invoice	
	Title Search – Required if a property is unencumbered	
	Rates Notice – Required if a property noted on an application is flagged for use as security	