

MORTGAGE LOAN APPLICATION FORM

Dated February 2008

— OWENLAW —
**MORTGAGE
INVESTMENT**

www.owenlaw.com.au

Mortgage Loan Application Form

APPLICANT – COMPANY 1

Borrower Guarantor

Company name _____

Trading name _____

Trust (if applicable) _____

Registered address _____

Telephone: Home _____

Work _____

Mobile _____

Fax _____

Email _____

ABN _____

ACN _____

Date company was registered _____

Director(s) full name 1) _____

2) _____

3) _____

Principle activity _____

Name of any Trust the company acts as a Trustee for _____

Name of all beneficiaries 1) _____

2) _____

3) _____

APPLICANT – COMPANY 2

Borrower Guarantor

Company name _____

Trading name _____

Trust (if applicable) _____

Registered address _____

Telephone: Home _____

Work _____

Mobile _____

Fax _____

Email _____

ABN _____

ACN _____

Date company was registered _____

Director(s) full name 1) _____

2) _____

3) _____

Principle activity _____

Name of any Trust the company acts as a Trustee for _____

Name of all beneficiaries 1) _____

2) _____

3) _____

Funding requirements of Interest Only Loan

FACILITY 1

Loan amount \$ _____

Loan type New Refinance Increase
 Construction Development

Construction loan – period of construction _____ years

Loan purpose _____

Deposit paid (property purchased) \$ _____

Existing lender, if refinancing _____

Solicitors details (purchasing) _____

Fee schedule (include Council contribution and all consultancy fees)

FACILITY 2

Loan amount \$ _____

Loan type New Refinance Increase
 Construction Development

Construction loan – period of construction _____ years

Loan purpose _____

Deposit paid (property purchased) \$ _____

Existing lender, if refinancing _____

Solicitors details (purchasing) _____

Fee schedule (include Council contribution and all consultancy fees)

Security Property Details

The applicant acknowledges that Owenlaw Trust Limited requires satisfactory property valuations in relation to each security property and agrees that such valuation report (s) will be at the cost of the applicant.

PROPERTY 1

Address _____

Nature _____

Property type Residential OR Commercial

If Residential – type of security House Unit Land Other (please specify)

If Commercial – type of security Office Land Retail Other (please specify)

Title details _____ Volume _____ Folio _____

Current owners _____

Property description _____

Purchase price or estimated value \$ _____

If refinancing, payout figure \$ _____

If development, expected end value \$ _____

Contact details for valuation purposes _____

PROPERTY 2

Address _____

Nature _____

Property type Residential OR Commercial

If Residential – type of security House Unit Land Other (please specify)

If Commercial – type of security Office Land Retail Other (please specify)

Title details _____ Volume _____ Folio _____

Current owners _____

Property description _____

Purchase price or estimated value \$ _____

If refinancing, payout figure \$ _____

If development, expected end value \$ _____

Contact details for valuation purposes _____

Background on Borrower

Brief description of the borrower's employment or investment background. Please comment on any adverse credit history or taxation liabilities.

Account information

Summary of all loans to other financial institutions.

Company overview

Describe the business in which you operate, including property already developed.

Loan serviceability

Describe from what source interest only loan payments will be met.

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Asset & Liabilities

Applicant 1 full name _____

Applicant 2 full name _____

	APPLICANT 1	APPLICANT 2
ASSETS		
CURRENT ASSETS		
Cash in bank	\$ _____	\$ _____
Managed funds	\$ _____	\$ _____
Shares and debentures	\$ _____	\$ _____
Superannuation	\$ _____	\$ _____
Total Current Assets	\$ _____	\$ _____
FIXED ASSETS		
Machinery/equipment/stock	\$ _____	\$ _____
Furniture and fixtures	\$ _____	\$ _____
Residential property (provide address details and estimation of value)		
1. _____	\$ _____	\$ _____
2. _____	\$ _____	\$ _____
3. _____	\$ _____	\$ _____
Residential investment property (provide address details and estimation of value)		
1. _____	\$ _____	\$ _____
2. _____	\$ _____	\$ _____
3. _____	\$ _____	\$ _____
Commercial property (provide address details and estimation of value)		
1. _____	\$ _____	\$ _____
2. _____	\$ _____	\$ _____
3. _____	\$ _____	\$ _____
Commercial investment property (provide address details and estimation of value)		
1. _____	\$ _____	\$ _____
2. _____	\$ _____	\$ _____
3. _____	\$ _____	\$ _____
Total Fixed Assets	\$ _____	\$ _____
OTHER ASSETS		
Motor vehicle (s)	\$ _____	\$ _____
Deposits	\$ _____	\$ _____
Goodwill	\$ _____	\$ _____
Other	\$ _____	\$ _____
Total Other Assets	\$ _____	\$ _____
TOTAL Assets	\$ _____	\$ _____

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	APPLICANT 1	APPLICANT 2
LIABILITIES		
Overdraft (limit)	\$ _____	\$ _____
Residential property (provide address details and amount of liability)		
1.	\$ _____	\$ _____
2.	\$ _____	\$ _____
3.	\$ _____	\$ _____
Residential investment property (provide address details and amount of liability)		
1.	\$ _____	\$ _____
2.	\$ _____	\$ _____
3.	\$ _____	\$ _____
Commercial property (provide address details and amount of liability)		
1.	\$ _____	\$ _____
2.	\$ _____	\$ _____
3.	\$ _____	\$ _____
Commercial investment property (provide address details and amount of liability)		
1.	\$ _____	\$ _____
2.	\$ _____	\$ _____
3.	\$ _____	\$ _____
Leasing	\$ _____	\$ _____
Margin loans	\$ _____	\$ _____
Credit/Charge cards (limits)	\$ _____	\$ _____
Tax liability	\$ _____	\$ _____
Other loans & liabilities	\$ _____	\$ _____
Total Liabilities	\$ _____	\$ _____

I/We certify that the above is a full and true statement of my/our assets, liabilities, income and expenditure as at ____ / ____ / 20____

_____	_____
Signature of person making statement	Signature of person making statement
_____	_____
Full name of person making statement	Full name of person making statement
_____	_____
Date declaration signed	Date declaration signed
____ / ____ / 20____	____ / ____ / 20____

Mortgage Loan Application Form

Declaration as to Purpose of Credit

I/we declare that the credit to be provided to me/us by the credit provider is to be applied wholly or predominantly for business or investment purposes.

IMPORTANT INFORMATION

This declaration is only required for investment/business loans

You should not sign this declaration unless this loan is wholly or predominantly for business or investment purposes. By signing this declaration you may lose your protection under the consumer credit code.

This Declaration must be signed by all borrowers to be effective.

BORROWERS DETAILS

I/We agree to provide declarations of purpose of the credit whenever required by the Lender.

Signature of person making declaration	Signature of person making declaration
Full name of person making declaration	Full name of person making declaration
Date declaration signed ____ / ____ / 20____	Date declaration signed ____ / ____ / 20____

Have you, or your spouse, ever been declared bankrupt or insolvent, or has either estate been assigned for the benefit of creditors? Yes No

If so, provide details _____

Have you, or your spouse, ever been shareholders or officers of any company of which a manager, receiver, and/or liquidator has been appointed? Yes No

If so, provide details _____

Is there any unsatisfied judgement entered in any court against you, your spouse, or any company of which either you or your spouse are or were a shareholder or officer? Yes No

If so, provide details _____

Has any application in respect of this loan ever been submitted by you or any other person to any other lender? Yes No

If so, provide details _____

Has any applicant in respect of this loan ever been a party to a loan, credit card, rental agreement or other credit facility that has been in arrears greater than one payment? Yes No

If so, provide details _____

Has any applicant in respect of this loan ever been insolvent, bankrupt or ever been a party to a Part IX, Part X arrangement or is there an unsatisfied statutory demand in bankruptcy outstanding? Yes No

If so, provide details _____

Privacy Act Consent

A. NOTICE OF DISCLOSURE OF YOUR CREDIT INFORMATION TO A CREDIT REPORTING AGENCY

Under the Privacy Act a Credit Provider is allowed to give a Credit Reporting Agency personal information about your credit application. This includes Identity particulars, the fact that you have applied for credit and the amount, the fact that the Credit Provider is a current credit provider to you, payments that become overdue more than 60 days, and for which collection action has commenced, advice that payments are no longer overdue, cheques drawn by you which have been dishonoured more than once, in specified circumstances, that in the opinion of the Credit Provider you have committed a serious credit infringement and that credit provided to you by the Credit Provider has been paid or otherwise discharged.

B. AGREEMENT UNDER THE PRIVACY ACT 1988 (CTH)

Section 18L (4) to Section 18N (1) (bg) – agreement to seek commercial credit information, agreement to seek credit information, guarantors agreement, agreement to use credit report for collecting overdue payments, agreement seeking from or giving to other credit providers details of credit worthiness and agreement disclosing information to parties involved in mortgage securitisation arrangements.

To: Owenlaw Mortgage Managers Ltd – Mortgage Managers, Owenlaw Trust Ltd and their credit providers (all collectively referred to as the “Credit Provider”) and the relevant Mortgage Insurer nominated by the Credit Provider.

You are hereby authorised to:

1. Give a Credit Reporting Agency personal information about my credit application. I have been informed of the information that may be disclosed;
2. Obtain a report about my commercial activities or commercial credit worthiness from a Credit Reporting Agency;
3. Obtain from a Credit Reporting Agency a Credit Report containing personal credit information about me in relation to commercial credit provided;
4. Obtain a Credit Report containing personal information about me in relation to the collection of overdue payments of the commercial credit provided;
5. Provide information to a Mortgage Insurer to assess the approval of insurance;
6. Obtain a Credit Report containing personal information to assess whether to accept me as a Guarantor, for credit applied for, or provided to, the borrower and this arrangement remains in force until the credit facility covered by the borrower's application ceases;
7. Give to and seek from any Credit Provider named in this credit application and any named in a credit report obtained, information about my credit arrangements;
8. Disclose information about my personal credit worthiness to persons involved in funding mortgage credit.

DATED the _____ day of _____ 20_____

Borrower signature _____ Borrower signature _____

Print name _____ Print name _____

Guarantor signature _____ Guarantor signature _____

Print name _____ Print name _____

Company (print name) _____ A.C.N. _____

For and on behalf of the above company:

Directors signature _____

Additional Requirements

- Commitment fee or as otherwise advised. This fee will be deducted from the establishment fee OR refunded if the application is declined.
- Completed and signed application form inclusive of the Asset and Liabilities statement and Privacy Act consent form.
- Completed and signed Identification record for a statutory to an account (reference from acceptable referee)
- Copy of rates notices for security
- Copy of contract of sale for properties being purchased
- Copy of the company constitution and rules
- Copy of any trust deed that the borrower or guarantor acts as a trustee
- Copy of last 6-months loan statements for security being refinanced.
- Australian Tax returns for the director (s) and business entity for the last two financial years. (Inclusive of balance sheet and profit & loss statement)
- Confirmation of rental income for investment properties.
- Financial statements.
- Cash flow projections.
- Letter from the borrower's accountant certifying that all income tax, GST, PAYG tax has been paid and that there are no returns outstanding due to the ATO.
- Copy of the past 3 months bank statements showing wages or salary being credited.
- Copy of the Income Tax Return balance account from the ATO for the past 4 years.

Part of the application includes an S21 identification record. The S21 form was introduced as part of the Anti-Money Laundering and Counter-Terrorism Financing Bill 2006.

The S21 form requires you to take 100 points of ID, as listed below, along with the S21 form to an acceptable referee, which are listed on the last page of this application. The referee will examine the original identification you provide and sign the form.

You **must** send the original completed S21 form to us with a copy of the identification used by the referee when submitting the application.

<input type="checkbox"/> Document Type	Point Value
<input type="checkbox"/> Birth Certificate	70
<input type="checkbox"/> Current Passport	70
<input type="checkbox"/> Citizenship Certificate	70
<input type="checkbox"/> Drivers Licence	40
<input type="checkbox"/> Australian Student Photo ID Card issued by a tertiary education institution.	40
<input type="checkbox"/> Pension or concession card	40
<input type="checkbox"/> Name and address confirmed by current employer (within last 2 years)	35
<input type="checkbox"/> Public Utilities record (1 only)	25
<input type="checkbox"/> Medicare Card	25
<input type="checkbox"/> Financial Institution passbook, debit or credit card (1 only)	25

Please specify any additional information you are supplier with this application.

Identification Record for a Signatory to an Account

'Reference from an Acceptable Referee' (s.21)

This form must be signed by an 'acceptable referee'.
 Additional signatories to an account must each complete separate 'Acceptable Referee' (s.21) forms.
 See overleaf for guidance notes before completing the form.

Part A: Details of Signatory

1. Name of Signatory – to be completed by borrower

Surname:

Given Names:

2. Address

State Postcode

3. Account name/title (name(s) the account is to be held in)

4. Account number (if unknown leave blank)

5. Signature
 (To be signed and dated in the presence of the referee)

Date

Part B: Documents Examined by Referee

6. Primary Identification Document – Birth Certificate, citizenship certificate, or international travel document (e.g. passport)

Type of Document

Name on Document

Date of Birth

Date of Issue

Office of Issue*

* For a travel document, show country of issue

7. Secondary Identification Document

Name on Document

Date of Birth

Address

State Postcode

Type of Document

Document Number

Issued By

Date of Issue

Date of Expiry

Part C: Details of Acceptable Referee

8. Name of Acceptable Referee

Surname

Given Names

9. Occupation

10. Address

State Postcode

11. Category of Referee (see list overleaf)

Part D: Statement by Acceptable Referee

12. I have known the signatory for a period of (minimum 12 months):

13. The signatory has been commonly known to me by the name shown in Part A for a period of:

14. I have examined the identification documents whose details are shown in Part B, consisting of (tick one):

A primary document in the name shown in Part A

A secondary document in the name shown in Part A, plus a primary document in a former name

Only a secondary document in the name shown in Part A

15. Where the name on the primary identification document differs from the name used by the signatory in relation to the account, the explanation given by the signatory is:

16. Where only a secondary identification document is examined, the explanation given by the signatory as to why a primary identification document was not produced, is:

17. The signatory signed the identification reference in my presence.

18. I have attached a certified copy of both the primary and secondary documents referred to in Part B.

19. Signature of the Acceptable Referee

Date

Notes of Guidance for Acceptable Referees

An Identification Reference must be signed in the presence of an Acceptable Referee.

An Identification Reference is to be provided for each signatory to an account and comprises a written and signed reference by a person within a specified class of Acceptable Referees, declared by the Minister by Notice in the Gazette on 6 November 2002 in GN 44 (see list below).

The reference must set out the name used by the signatory in relation to the account and must state that:

- The referee has known the signatory for the period specified in the reference (being a period of at least 12 months);
- During the whole of that period, or for so much of that period as is specified in the reference, the signatory has been commonly known by that name; and
- The referee has examined:
 - a specified primary identification document for the signatory in that name; or
 - a specified secondary identification document for the signatory in that name and a specified primary identification document for the signatory in a former name of the person; or
 - only a specified secondary identification document for the signatory in that name.

Warning: It is an offence under section 21 of the *Financial Transaction Reports Act 1988* to make a false or misleading statement

Primary Identification Documents are:

- birth certificate;
- citizenship certificate;
- international travel document:
 - current passport;
 - expired passport which has not been cancelled and was current within the preceding 2 years;
 - other document of identity having the same characteristics as a passport (e.g. this may include some diplomatic documents and some documents issued to refugees).

Secondary Identification Documents are documents (other than a primary identification document) which establish the identity of the signatory. For example:

- current Australian driver's licence (with photograph);
- Bank Credit/Debit/ATM Card – only one per Financial Institution;
- Statement of Account from Financial Institution – must be held for a minimum of 12 months;
- Utility Bills (eg electricity, gas and water);
- Rates Notice;
- Certificate of Title;
- Social Security/Pension Card;
- Medicare Card;

Categories of Acceptable Referees

1. A member of:
 - (a) the Institute of Chartered Accountants in Australia; or
 - (b) the Australian Society of Certified Practising Accountants; or
 - (c) the National Institute of Accountants.
2. A member of a municipal, city, town, district or shire council of a State or Territory.
3. An employee of a financial institution who is authorised by the financial institution to open accounts with the institution.
4. An agent of a financial institution who is authorised by the financial institution to open accounts with the institution.
5. A full-time employee of:
 - (a) a financial institution (other than an employee mentioned in item 3); or
 - (b) a corporation that is a registered corporation within the meaning of the *Financial Corporations Act 1974*;who has been employed continuously for at least 5 years by one or more financial bodies.
6. An employee of a bank carrying on business outside Australia:
 - (a) that does not have an authority under section 9 of the *Banking Act 1959*; and
 - (b) that is engaged in a transaction with a cash dealer; who is authorised by the bank to open accounts with the bank.
7. A full-time employee of a company carrying on insurance business who has been employed continuously for at least 5 years by one or more companies of that type.
8. A legal practitioner (however described) of a Federal, State or Territory court.
9. A registrar, clerk, sheriff or bailiff of a Federal, State or Territory court.
10. An officer within the meaning of the *Defence Act 1903*.
11. An individual registered or licensed as:
 - (a) a dentist; or
 - (b) a medical practitioner; or
 - (c) a pharmacist; or
 - (d) a veterinary surgeon;under a law of a State or Territory providing for that registration or licensing.
12. An individual who holds the position of nursing sister and is registered as a nurse under a law of a State or Territory providing for that registration.
13. A diplomatic or consular officer of an Australian Embassy, High Commission or Consulate, in Australia or overseas.
14. A holder of an office established by a law of the Commonwealth, a State or Territory in respect of which annual salary is payable, other than an office mentioned in item 15.
15. A judge or master of a Federal, State or Territory court.
16. A stipendiary magistrate of the Commonwealth or of a State or Territory.
17. A justice of the peace of a State or Territory.
18. A member of the Parliament or a State Parliament.
19. A member of the Legislative Assembly of the Australian Capital Territory, the Northern Territory or Norfolk Island.
20. A minister of religion within the meaning of the *Marriage Act 1961* who is registered under Division 1 of Part IV of that Act.
21. A notary public.
22. A member of the Australian Federal Police, or of the police force of a State or Territory, who, in the normal course of his or her duties, is in charge of a police station.
23. A member of the Australian Federal Police, or of the police force of a State or Territory, of or above the rank of sergeant.
24. A manager of a post office.
25. An individual employed as an officer or employee by one or more of the following:
 - (a) The Commonwealth, a State or Territory; or
 - (b) an authority of the Commonwealth, a State or Territory; or
 - (c) a local government body of a State or Territory;who has been so employed continuously for a period of at least 5 years, whether or not the individual was employed for part of that period as an officer and for part as an employee.
26. An individual employed as a full-time teacher or as a principal at one or more of the following educational institutions:
 - (a) a primary or secondary school forming part of the education system in State or Territory; or
 - (b) an institution listed in section 4 or paragraphs 34(4)(b)-(j) (inclusive) of the *Higher Education Funding Act 1988*;who has been so employed continuously for a period of at least 5 years.
27. An individual who, in relation to an Aboriginal community:
 - (a) is recognised by the members of the community to be a community elder; or
 - (b) if there is an elected Aboriginal council that represents the community - is an elected member of the council.
28. An individual who is an agent of a totalisator agency board if:
 - (a) the individual conducts an agency of the totalisator agency board at particular premises; and
 - (b) that agency is not ancillary to any other business conducted at those premises.
29. A commissioner for oaths of a State or Territory.
30. An individual who is registered as a tax agent under part VIIA of the *Income Tax Assessment Act 1936*.
31. A member of the Chartered Institute of Company Secretaries in Australia Limited.
32. A member or fellow of the Association of Taxation and Management Accountants.
33. A member of the Institution of Engineers, Australia, other than a member with the grade of student.
34. A fellow member of the National Tax and Accountants' Association Limited.
35. The holder, or an authorised representative / proper authority holder of, a licence under sections 780, 781 or 913B of the *Corporations Act 2001* who has known another person for at least 12 months is an acceptable referee in respect of the other person for the purposes of the definition of 'acceptable referee' in subsection 3(1) of the FTR Act.
36. The holder of, or an authorised representative / proper authority holder of, a licence under sections 780, 781 or 913B of the *Corporations Act 2001*, who has complied with the requirements of section 912A of that Act and Australian Securities and Investments Commission Policy Statement 122 in relation to another person is an acceptable referee in respect of that other person for the purposes of the definition of 'acceptable referee' in subsection 3(1) of the FTR Act. (In this situation there is no requirement for an existing 12 month relationship).