



## Company And Trusts

In addition to completion of the Application Form\* by the Company or Trust acquiring the asset, plus the Personal Guarantor Statement by the Directors or Trustees, we require: (\*Form is in editable PDF format, so, preferably please type in the required information then print off to sign)

1. A copy of the front page of the Contract of Purchase so we can identify the Vendor, Purchaser, Property Address, Settlement Date, plus any Special Conditions, including the Sunset Clause.
2. For a company application, copy of last two years' financial reports/statements; year to date management accounts; and current financial year budget.
3. If multiple company entities involved, please provide a company structure.
4. For a trust application, copies of the last 3 consecutive payslips or the last 2 year's tax returns (if more than one guarantor, same for each).
5. For a trust, a copy of the relevant pages of the Trust Deed identifying the trust, beneficiaries, trustee and their authority to sign the application form.
6. A copy of photo ID, preferably a driver's licence, if not a passport, for each guarantor.
7. For real estate assets (occupied or rental), copy of council rate notice within last 6 months to prove ownership.
8. For any rental property, a copy of a rental statement within last 3 months.
9. Where showing liabilities, such as mortgages, personal/vehicle loans or credit cards, a copy of a bank statement within the last 3 months. The copy must be a complete copy, including the identification of the bank, account number date, names, balances, etc.

Please note that:

- (a) A \$110 reissue fee applies if the Deposit Bond is issued based on incorrect information;
- (b) We can't issue Deposit Bonds where the area population the real estate is being purchased doesn't exceed 50,000 residents;
- (c) We can't accept any applications where the information has been altered or where white out/liquid paper has been used to make the correction;
- (d) Witnesses attesting to any applicant/guarantor's signature must be a third party (can't be one of the applicants or guarantors);
- (e) We can receive the Application Form and required supporting documents by fax (1300 739 817) or scan/email ([bonds@aussiebonds.com.au](mailto:bonds@aussiebonds.com.au)) to process and issue the Deposit Bond;
- (f) We must receive the original Deposit Bond Application for our file (we suggest using Express Post so the document can be tracked);

Once we have complete documentation (Sydney time) and there are no issues processing the credit card payment, we can normally issue the Deposit Bond within one a business day.