



Off the **P**lan **P**urchase

Irrespective of whose name is on the Contract of Sale, applicants are those named on the Council Rate Notice for existing owned property.

To protect the buyers, we must issue to the Sunset or Registration Date stated in the Contract of Sale. If the vendor agrees to formally amend the Sunset or Registration Date in the Contract of sale, we can issue to this revised Sunset or Registration Date. Note that a pro-rata refund applies – please read the 'Refund Policy' on the Application Form.

In addition to the Application Form, we require:

1. A full copy of the Contract of Sale (doesn't need to be a signed copy as that will take place on exchange).
2. A copy of photo ID, preferably driver's licence, if not a passport, for each applicant.
3. Where showing real estate assets (occupied or rental), copy of council rate notice within last 6 months to prove ownership.
4. For any rental property, a copy of a rental statement within last 3 months.
5. Where showing liabilities, such as loans or credit cards, a copy of a bank statement within the last 6 months. The copy must be a complete copy, including the identification of the bank, account number, date, names, balances, etc. If an older statement, also provide an internet banking screen shot showing latest balance.

Please note that:

- A. A \$110 reissue fee applies if the Deposit Bond is issued based on incorrect information.
- B. We can't accept any applications where white out has been used to make the correction – best to hand alter and initials any changes.
- C. Witnesses (a person over 18yrs old) attesting to any applicant/guarantor's signature must be a third party (can't be one of the applicants or guarantors).
- D. We can receive the Application Form and required supporting documents via email (bonds@aussiebonds.com.au) or by fax (1300 739 817) to process and issue the Deposit Bond.
- E. We subsequently require the signed original Application Form for our file.

Once we have complete documentation (AEST) and payment, we can normally issue the Deposit Bond within an hour or so.

Please refer to our website for contact details during and after business hours.