



## Company

For Companies acquiring real estate, the directors are required to act as Personal Guarantors and assessment is made on net worth based on company owned real estate and real estate privately held outside of the Company

In addition to completion of the Application Form by the company acquiring the asset, plus the Personal Guarantor Statement by the directors, we require:

1. A copy of the front page of the Contract of Purchase so we can identify the Vendor, Purchaser and Property, Settlement Date, plus any Special Conditions, including the Sunset Clause where the real estate acquisition is 'off the plan'
2. Copy of last two years company 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. A copy of director's photo ID, preferably driver's licence
5. Where showing company or privately owned real estate assets (occupied or rental), copy of council rate notice within last 6 months to prove ownership
6. For any rental property, a copy of a rental statement within last 3 months
7. 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](mailto: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 and Guarantors Statement 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.