



## Simultaneous Sale and Purchase

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

In addition to the Application Form, we require:

1. A copy of the front page of the signed Contract of Purchase\* so we can identify the Vendor, Purchaser, Property and Settlement Date, plus any Special Conditions (\*must be signed at least by the Purchaser)
2. If already under contract, a copy of the front page of Contract of Sale\*\* on existing property, so we can identify the Vendor, Purchaser, Property and Settlement Date. (\*\*must be signed at least by the Vendor and where possible, the Purchaser)
3. A copy of photo ID, preferably driver's licence, if not a passport, for each applicant.
4. If unconditional finance has been confirmed (can be subject to valuation) or transferring an existing mortgage, a full copy of the confirmation letter.
5. Where showing 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 a home loan exists, we require a copy of the last 3 month statements to demonstrate repeat monthly payments. We require a full copy with bank logo; account numbers, borrowers names; and balance. Where there are not monthly statements, it is OK to provide a full copy statement issued in the last 6 months and an internet screen shot of repeat payments. That way we can match up the account number with the full copy. For other car leases, loans or overdraft, a copy of the most recent statement.

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 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.