

# Further advance application

to Anglican Financial Care

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# Important information

Please ensure you have completed the further advance application fully and provided all the documentation required in order to process this application. If you fail to include all the required information, it could cause a delay in processing your application.

Allow 10 business days for the approval process once all the required documentation is received.

## Application

Complete ALL sections of the application form. If you leave sections blank this can delay the processing of your application.

All applicants must read, sign and date the declaration in section eight of the application form.

Provide the following required documents:

- » Bank statements - Three months worth for ALL bank accounts. This includes savings accounts and credit cards.
- » Copies of payslips
  - » If you are paid a salary and your pay is the same each time you should submit **three** payslips; or
  - » If your pay is not the same each pay period please submit the following number for each pay period:  

Monthly - three	Fortnightly - four	Weekly - six
-----------------	--------------------	--------------
- » If you are self-employed please provide accounts for the previous tax year and a statement of earnings you draw down as a salary supplied by your accountant.

## Existing ownership of rental property

If you currently own rental properties please complete and return the Rental property information form on page 15 of this application form.

## Valuation

Please submit a valuation of the property which supports the requested lending. If you are not sure which valuation type you should submit, please contact us.

- » If you supply a rating valuation from the council we will lend a maximum of 70% of the capital value shown on the rates valuation. If the property is bare serviced land we will lend a maximum of 60%. For unserviced land the maximum we will lend is 50%.
- » If you supply a registered valuation we will lend a maximum of 80% of the value of the property minus the chattels. If the property is bare serviced land we will lend a maximum of 70% of the value of the property with a registered valuation. For unserviced land the maximum we will lend is 50%.

Please ensure the valuation has Anglican Financial Care listed as the interested financial party at the start of the valuation. If this does not occur you will have to have the valuation amended and this could add time to the application process.

## Verification of identity

To meet our requirement under the Anti-Money Laundering and Countering Financing of Terrorism Act 2009, we are required to verify your identity and address information. No funds will be advanced until this requirement has been met. We can verify your identity electronically or you may submit verified copies of acceptable identity documents.

You may have already completed this requirement. If you have not done so we will send you a guide to verifying your identity.

## Credit check

Anglican Financial Care requires a credit check for all applications with total lending over \$50,000. If an application is submitted without the required authority(s) being included, the application will not be processed until it is supplied. If the applicant(s) do not wish a credit check to occur, the application must be withdrawn.

Each applicant must sign and date the Credit Check Authority on page 14 of this application.

## Direct debit of payments

Anglican Financial Care no longer accepts mortgage payments by automatic payment. This is an extremely manual process for the finance team. Any further advances for existing clients who are paying by automatic payment will require the mortgage to be changed to direct debit.

If this is required, you will be sent the Direct Debit Authority form to complete before any funds will be advanced to you.

# Fees and Costs

The following is a list of our current fees and costs associated with Anglican Financial Care mortgages. These are subject to change.

Fees and costs associated with a new AFC mortgage	
New mortgage application fee	\$0
Bridging finance fee	\$100
AFC legal costs - individual applicants	\$550 + GST
AFC legal costs - Trust and company applicants	\$950 + GST

Fees associated with further advances on an AFC mortgage	
Further advance application fee	\$100 (only charged on approval)

Fees associated with existing AFC mortgages	
Breaking fixed term interest rate	\$100 + (Loss Adjustment Charges if applicable)
Lump sum payment during fixed interest rate period	\$50 per payment
<p>Early repayment fee</p> <p>Mortgages which are repaid within 12 months are classified as short-term lending. This fee applies to mortgages not on the floating rate at the time of repayment.</p>	<p>\$100 + Loss Adjustment Charge</p> <p>Loss Adjustment Charge is calculated by comparing the difference between the chosen rate and the floating rate.</p>
Discharge documentation fee	<p>\$50 for mortgages with an existing balance</p> <p>No charge for mortgages with a zero balance</p>
Default notice requiring legal action	\$100 + AFC legal costs
<p>Demand payment</p> <p>If AFC is required to make a rates payment or insurance premium. Mortgage holder is responsible for repaying amount paid by AFC on their behalf.</p>	\$25
<p>Alteration of legal terms</p> <p>If the legal terms of the mortgage need to be altered then AFC will employ the services of their lawyer to make the changes.</p>	AFC legal costs

Please use the checklist provided to ensure you have included all of the required documents with your application.

### Application amount, purpose and Interest rate choice

Have you told us how much you would like to receive as a further advance? Have you indicated which interest rate you would like to have applied towards the advance?

- Advance amount
- Use of new funds
- Interest rate choice for new advance amount

### Proof of income

We will need to be sure your income can cover any lending we might approve without causing you financial pressure. Please provide the following:

- Payslips for each applicant
  - » **Monthly** - 3 payslips
  - » **Fortnightly** - 4 payslips
  - » **Weekly** - 6 payslips
- If you are self-employed, a copy of your most up to date financial statements prepared by an accountant.
- If you have income from other sources besides your employment you should provide evidence of this regular income.
  - » For example pension payments (other than AFC clergy pensions), rent or boarder income, regular gift from family, investment earning or funds received from a Trust.

Evidence might include investment earnings statements, a letter from the source of the regular funds, bank statements highlighting the regular payments, statement from your property management company.

### Your debts and outgoings

So that we can work out your outgoings, we'll need to see statements that show your current balance on loans, credit cards, any hire purchase arrangements and store cards etc.

Please provide statements for the previous two month for the following items. We should be able to see your current balance and your available credit limit as well as any transactions which occurred during the month such as payments and purchases.

- Credit card statements
- Hire purchases
- Store cards
- Finance company loans
- Student loans

### Bank history

We will need to see your last three months' bank statements for ALL of your accounts.

- Cheque account
- Savings account

If you are self-employed we will need to see evidence of the drawings from the business in your bank accounts.

## Account information

Have you provided the account information for us to pay over the advance if approved?

Bank account information

## Valuation

Please submit a valuation of the property which supports the requested additional lending. If you are not sure which valuation type you should submit please contact us.

Council rates information sheet - Maximum of 70% of the capital value shown could be borrowed.

Registered valuation - Maximum of 80% of the value (minus chattels) could be borrowed.

## Additional requirements

Complete and include the following additional pages located at the back of your application form along with your application (as applicable).

Credit check authority (Required if total lending will be over \$50,000.)

Rental property information - Complete this form for each rental property you already own.

## Important

If you are posting or couriering your application to us, please make sure you have a copy of all of the documents. There have been cases where applications have become lost in transit.

Please mail to Anglican Financial Care, PO Box 12 287, Thorndon, Wellington 6144 or email [admin@angfincare.nz](mailto:admin@angfincare.nz)

**1a. Personal details - Applicant 1**

Title  First name(s)

Surname

Date of birth  

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Daytime / mobile phone  
 (0 )

Email address

Employers name

Occupation  Duration

Number of dependants  Age of dependants

**1b. Personal details - Applicant 2**

Title  First name(s)

Surname

Date of birth  

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Daytime / mobile phone  
 (0 )

Email address

Employers name

Occupation  Duration

**2. Address**

Postal address  
 Number / Street / PO Box   
 Suburb / City  Postcode

**3. Finance amount**

Requested advance amount: \$  [Lending amount is limited by the value of the property]

What do you intend to do with the funds if the advance is approved?



## 4. Mortgage details

By law we must apply current interest rates to any further advances. Please select an interest rate for your requested advance.

**NOTE:** If you do not choose an interest rate the floating rate will be used.

The terms of your mortgage, table versus interest only, and the remaining term are the same for your further advance as your main mortgage. If you would like to change these terms you will need to complete an **Alteration of mortgage request form**.

### Interest rate choice

- Floating
- 1 year fixed
- 2 year fixed
- 3 year fixed
- 5 year fixed

The current interest rates being offered can be viewed on the Anglican Financial Care website.

## 5. Payment details

Please pay the further advance amount to my bank account as detailed below:

Name of bank account - Please provide proof of your bank account name and number by attaching a deposit slip or bank statement

Account details

Bank

Branch

Account

Suffix

## 6. Address of property used for security

Number / Street

Suburb / City

Postcode

## 7. Council rates

Are the council rates for all properties owned up to date?

 Yes No

## 8. Declaration

I / we **declare** that to the best of my/our knowledge the information supplied in the application form is correct.

I / we authorise Anglican Financial Care to make such enquiries as they deem necessary in order to verify the financial details set out in the application.

I / we have disclosed any and all information that might adversely affect my ability to repay the mortgage and all financial liabilities.

I / we **consent** to receive electronic communication. I / we **understand** that statements and other communication materials will be sent by email, unless I request they be sent by post. If no email address is supplied, I / we **understand** statements and other communication materials will be sent to my postal address.

Signature of applicant

Date

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Signature of applicant

Date

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

## 9. What is your total household income?

In this section you need to tell us about the money the household has coming in.

### How much do you receive in hand during this period?

#### Applicant 1:

Salary / wages

\$

Weekly  Fortnightly  Monthly

#### Applicant 2:

Salary / wages

\$

Weekly  Fortnightly  Monthly

Please submit your most recent payslips as indicated in the "Important Information section on page 3" for each applicant.

### How much income from other sources do you receive?

- If you receive an income that counts for both of you, only include it in one place. Eg. Working for Families benefit

#### Applicant 1:

Self-employed income:

\$

Weekly  Fortnightly  Monthly

NZ Superannuation:

\$

Clergy pension:

\$

Other pension / super:

\$

Weekly  Fortnightly  Monthly

Benefit:

\$

Weekly  Fortnightly  Monthly

Child support:

\$

Weekly  Fortnightly  Monthly

Interest / dividends:

\$

Weekly  Fortnightly  Monthly

Other\*:

\$

Weekly  Fortnightly  Monthly

#### Applicant 2:

Self-employed income:

\$

Weekly  Fortnightly  Monthly

NZ Superannuation:

\$

Clergy pension:

\$

Other pension / super:

\$

Weekly  Fortnightly  Monthly

Benefit:

\$

Weekly  Fortnightly  Monthly

Child support:

\$

Weekly  Fortnightly  Monthly

Interest / dividends:

\$

Weekly  Fortnightly  Monthly

Other\*:

\$

Weekly  Fortnightly  Monthly

\* Please describe what the Other income is from on the Notes section on page 13 and provide proof of this income.

### How much income do you receive each from currently owned rental properties or boarders before tax?

Rental income:

\$

Weekly  Fortnightly  Monthly

Boarder income:

\$

Weekly  Fortnightly  Monthly

Please complete the Rental property information form on page 15 of this application form.

## 10. What assets / savings do you have?

In this section you need to tell us about the things you and your household own, and their current value.

### What assets do you own?

Family home:	\$ <input type="text"/>	Address:	<input type="text"/>
Property 1:	\$ <input type="text"/>	Address 1:	<input type="text"/>
Property 2:	\$ <input type="text"/>	Address 2:	<input type="text"/>
Cheque accounts:	\$ <input type="text"/>	Superannuation / KiwiSaver:	\$ <input type="text"/>
Savings accounts:	\$ <input type="text"/>	Vehicle 1 _____ year	\$ <input type="text"/>
Shares:	\$ <input type="text"/>	Vehicle 2 _____ year	\$ <input type="text"/>
Term deposits:	\$ <input type="text"/>	Other assets over \$1,000:	\$ <input type="text"/>
Household contents (value):	\$ <input type="text"/>		

## 11. What debts does the household have (what do you owe)?

In this section you need to tell us about the debts you and your household have.

### How much do you owe in total for:

Family home mortgage:	\$ <input type="text"/>	Finance company 1:	\$ <input type="text"/>
Property 1 mortgage:	\$ <input type="text"/>	Finance company 2:	\$ <input type="text"/>
Property 2 mortgage:	\$ <input type="text"/>	Personal loan 1:	\$ <input type="text"/>
Liberty Trust loan:	\$ <input type="text"/>	Personal loan 2:	\$ <input type="text"/>
Student loans:	\$ <input type="text"/>	Bank overdraft 1:	\$ <input type="text"/>
Credit card 1:	\$ <input type="text"/>	Bank overdraft 2:	\$ <input type="text"/>
Credit card 2:	\$ <input type="text"/>	Vehicle finance 1:	\$ <input type="text"/>
Hire purchase 1:	\$ <input type="text"/>	Vehicle finance 2:	\$ <input type="text"/>
Hire purchase 2:	\$ <input type="text"/>	Other liabilities over \$1,000*:	\$ <input type="text"/>
Store card 1:	\$ <input type="text"/>		
Store card 2:	\$ <input type="text"/>		

\* Please describe what the Other liabilities over \$1,000 are in the Notes section on page 13 of this application form.

## 12. What is your total monthly household expenditure?

In this section you need to tell us about the money you and your household have going out each week. The more information we have, the better we will be able to assess your individual circumstances.

### How much do you pay each month on mortgages for currently owned properties?

Family home: \$

Property 1: \$

Property 2: \$

### If you are living in a rental property, what is the rent you pay?

Rent: \$

Weekly  Fortnightly  Monthly

### How much do you pay each month for:

Council rates: \$

Water rates: \$

Electricity / gas: \$

Phone: \$

Internet: \$

Sky / Netflix etc.: \$

Groceries: \$

Takeaways: \$

Doctor / dentist / optician: \$

Pharmacy / medication: \$

House / contents insurance: \$

Life insurance: \$

Medical insurance: \$

Vehicle / boat insurance: \$

Petrol / road user charges: \$

Public transport: \$

Car maintenance: \$

Home maintenance: \$

Children's education: \$

Child care: \$

Child maintenance: \$

Entertainment: \$

Credit card 1: \$

Credit card 2: \$

Store card 1: \$

Store card 2: \$

Personal loan 1: \$

Personal loan 2: \$

Hire purchase payment 1: \$

Hire purchase payment 2: \$

Finance company 1: \$

Finance company 2: \$

Student loans: \$

Offerings / donations / gifts: \$

Regular savings: \$

Other 1: \$

# Notes:

Use this page to provide any other information which is relevant to your application.

For example:

- » If you have listed other income or other debts, please list what they are in this section.
- » If you feel there are any other special circumstances we should know in order to process your application, please describe below.

**If this authority is not completed your application will not be processed**

Please contact us for instructions for credit checks if you have more than two applicants or if you are applying in the name of a Trust.

Full name of applicant 1

Full name of applicant 2

I consent to you, Anglican Financial Care, collecting, using and disclosing my personal information for the following purposes:

- » Verifying any information that I give to you (or information that you may collect from other sources) with third parties and third party databases, including Government agencies (for e.g.. NZ Transport Authority, Motor Vehicle Register, PPSR).
- » Carrying out credit checks on me with a credit reporting agency for a purpose relating to the provision of credit to me (including debt collection) or for a quotation for the cost of credit or for the requirements of the Anti-Money Laundering and Countering Financing Terrorism Act 2009. This will require you to give my information to the credit reporting agency as well as the credit reporting agency providing information about me to you.
- » Debt recovery including appointing an agent to collect any outstanding debts and listing defaults with a credit reporting agency.
- » Checking the Ministry of Justice fines database for any overdue fines I may have. This will require you to give my information to the Ministry of Justice. This check may be carried out by a credit reporting agency, which will require the search results to be disclosed to the credit reporting agency.
- » Verifying any information that I give to you (or information that you may collect from other sources) with third parties and third party databases for the purposes of fraud prevention or the Anti-Money Laundering and Countering Financing Terrorism Act 2009.
- » Where I have voluntarily given you my driver licence information, this information may also be disclosed to a credit reporting agency and the Ministry of Justice as part of the checks you undertake with them.

I authorise any third party to provide my personal information to you for any of these purposes.

I understand that if you disclose my personal information to a credit reporting agency, they may hold my information on their credit reporting database and use it for providing credit reporting services and for any other lawful purpose and they may disclose my information to their subscribers for the purpose of credit checking or debt collection or for any other lawful purpose.

Signature of applicant 1

Date

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Signature of applicant 2

Date

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Please provide information about income derived from and expenses for all rental properties you own.

### Property 1

#### Income

What is the amount you receive in rent per week?

#### Expenditure

Rental property management fees

Council rates

Full replacement insurance cost

Maintenance

Other regular

Are you using a property management agency?

Yes

No

Is the property rented to a family member?

Yes

No

Is the property currently tenanted?

Yes

No

### Property 2

#### Income

What is the amount you receive in rent per week?

#### Expenditure

Rental property management fees

Council rates

Full replacement insurance cost

Maintenance

Other regular

Are you using a property management agency?

Yes

No

Is the property rented to a family member?

Yes

No

Is the property currently tenanted?

Yes

No

## Property 3

### Income

What is the amount you receive in rent per week?

\$

### Expenditure

Rental property management fees

\$

Council rates

\$

Full replacement insurance cost

\$

Maintenance

\$

Other regular

\$

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Are you using a property management agency?

Yes

No

Is the property rented to a family member?

Yes

No

Is the property currently tenanted?

Yes

No



04 473 9369  
[www.angfincare.nz](http://www.angfincare.nz)