

AMP Business Finance Loan Checklist

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Use this form to apply for a Business Finance loan. To make the process even easier, we've included the checklist below.

General Information

Licensee Support is required for your loan application

- Processing of your loan application will only proceed after your proposal is endorsed by your licensee. Where applicable, your loan application must be accompanied by a licensee approved Business Case (such as: applications involving acquisitions, mergers or equity purchases).

Loan Approval - The loan application approval process involves consideration of the proposal and assessment of this application form and all required supporting documentation by AMP Bank.

Applicants should seek independent taxation, legal and financial advice, as well as undertaking their own due diligence when seeking to acquire an additional practice or register.

If you have any questions while filling out your application, feel free to call your Relationship Manager. They'll be happy to help.

What happens next?

Simply forward your application form with all other required documents and information to your local AMP Bank Business Finance Relationship Manager. Once we have received all the information and documents we've asked for, it is likely to take 6 to 8 weeks for us to assess your application. We'll keep you updated about timing and any further information we require as your application progresses.

AMP Bank Business Finance Loan checklist

Use this checklist to make sure you've completed all the required forms and attached all of the necessary documents. In addition to the specific documentation/information requirements below, we may request additional details/documents to enable assessment of your loan application.

Application form completed and signed by all parties (ie applicants, directors, guarantors).

Identification section completed and certified documents attached for all applicants.

Financial information as follows:

(Note: Tax File Numbers must be deleted from all supporting documentation. Any documentation provided with Tax File Numbers intact cannot be accepted.)

Copy of borrower's full consolidated financial statements (OR lodged tax returns), no more than 18 months old, for past two years

Interim (year to date) financial statements certified and signed as correct by the owners/directors (include directors reports, profit & loss statement, balance sheet and depreciation schedule)

A list of associated/consolidated entities, including family tree of companies for a large business (with a complex corporate structure) or for an 'Integrated Financial Planning Business or Mortgage Broker Business'

Three years' forecasted Profit and Loss statement including comments and details of assumptions (a spreadsheet template is available on request)

12 month ATO portal running balance statements for all borrowers and corporate guarantors

One year's Personal tax returns (no more than 18 months old) for all directors/spouses and individual guarantors

One year's ATO notice of assessment (no more than 18 months old) for all directors/spouses and individual guarantors

Evidence of any other income (eg prior months' rental statements, prior months' dividend statements, etc)

Certified (true and correct) copy of stamped trust deed (if applicable) and any amendments to the trust

Last six months' loan account statements for non AMP Bank loans being refinanced and original letter of offer from the existing lender

One month's statement (no older than three months) for all non-AMP Bank credit/lending facilities for all borrower(s) and guarantor(s) and for the spouse/de facto of each individual borrower and guarantor where applicable

Last six months' business trading bank account statement for all non-AMP Bank business account facilities