How to Guide: Capture of Self-Employed applicants' income
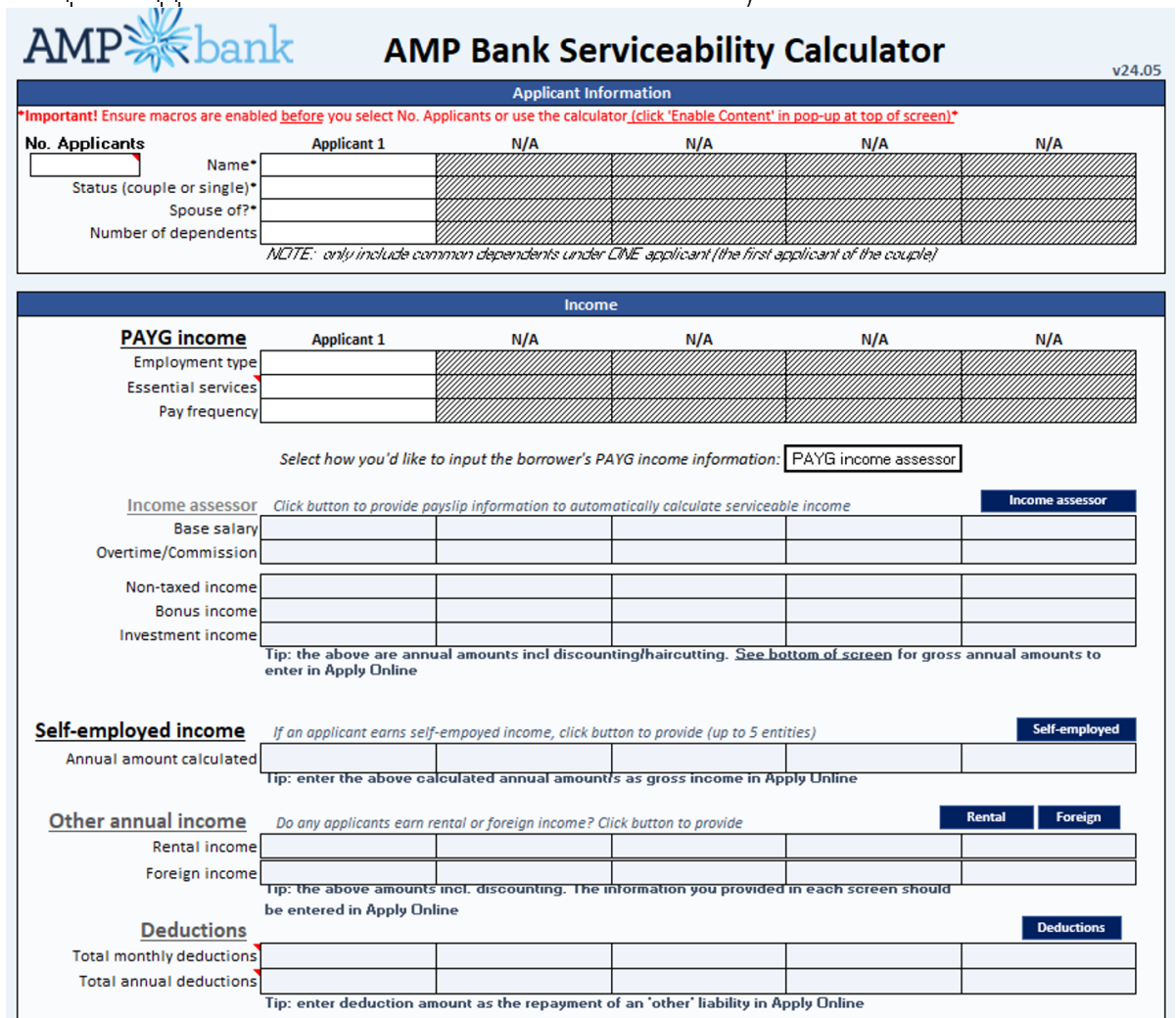
For AMP Accredited Broker Use Only

This communication is designed to help when using AMP serviceability calculator for self-employed applications.

From 1 July 2024, self-employed applicants will need to provide the most recent Tax returns and Notice of Assessment (NOA).

AMP Serviceability Calculator

1. Download the latest AMP serviceability calculator from: https://www.amp.com.au/content/dam/distributor/tools/amp-bank-serviceability-calculator.xlsm

2. Open Serviceability calculator

3. Complete applicant details on main screen of Serviceability calculator

4. Navigate to Self-employed income section and Select "Self-employed"

5. Capture Applicant's Self-employed details
   a. Select the Applicant type applicable

   b. Select the Type of trading entity applicable

Note: if Trust or Partnership is selected operating net profit will not be required.

6. Proceed to capture Financial Information.

Income assessment for self-employed borrowers

Click arrow above to add more S/E income

		Back to main screen

Applicant type — Company

Type of trading entity
(for income being assessed) — Sole Trader

CLEAR

Name of Sole Trader
(for income being assessed)

See credit policy

Most recent tax return (year) — 2023   *Note: Please ensure tax returns are for the financial year ending 2023*

Level of ownership   **Applicant 1**
(leave blank if applicant has no ownership)

Total
0%

Financial information

Operating net profit
(before tax)

Adjusted Profit — $0

Addbacks
Interest (if applicable)

Depreciation
$0

Amortisation of Goodwill   **Expense type**

One-off expenses

Excess Superannuation — $0
(Super paid above 11.5% of wages)

Total addbacks — $0

Total Business Income (Adj. Profit + Addbacks) — $0

Wages/salary (attributable to each borrower)

Select payment type

Applicant 1 $0

$0

$0

$0

$0

(NOTE: if not allowing payment type selection, ensure entity type is selected at top of page)

Total wages + other allowable payments received from this business — $0 $0

Total employee wages

Total Super contributions

7. Scroll down and Select "Back to main screen" to continue with serviceability calculator.

	Total wages + other allowable payments received from this business	Share of profit + addbacks	Gross income (will flow through to main screen)
Applicant 1	$0	$0	$0
	$0	$0	$0
	$0	$0	$0
	$0	$0	$0
	$0	$0	$0

Back to main screen