

# FIRST HOME BUYER CHECKLIST

## Clarify your position

- ☐ Have a stable income/employment
- ☐ Start saving a deposit
- ☐ Consider your goals & objectives
- ☐ Review income, debt, and living expenses

## Organise a home loan pre-approval

- ☐ Talk to a mortgage broker to find out how much you can borrow
- ☐ Get a clear idea of how much deposit and stamp duty you need
- ☐ Check your credit score
- ☐ Gather documents (see checklist)

## Understand Government Assistance

- ☐ Research grants & concessions

## Research & find a property

- ☐ Research suburbs & create a property wish list
- ☐ Research the market, talk to real estate agents, look at past sales in the area

## Make an offer & organise finance

- ☐ Make an offer & be prepared to negotiate
- ☐ Organise the transfer of your deposit
- ☐ Submit your full loan application
- ☐ Arrange pest & building inspections
- ☐ Engage a Conveyancer/Settlement Agent
- ☐ Organise your insurance

## DOCUMENTS FOR YOUR HOME LOAN APPLICATION

### Identification (100 points):

- ☐ Passport
- ☐ Drivers license
- ☐ Birth Certificate
- ☐ Medicare card
- ☐ Utility Bills
- ☐ Australian citizenship certificate
- ☐ Centrelink card

### Proof of income:

- ☐ Bank statements
- ☐ Payslips
- ☐ PAYG statements

### Details of assets & liabilities

- ☐ Savings
- ☐ Superannuation
- ☐ Shares/investments
- ☐ Vehicles
- ☐ Value of household contents
- ☐ Car loans
- ☐ Personal loans
- ☐ Student loans/HECS
- ☐ Credit cards/store cards

### Other documents

- ☐ Employment letter
- ☐ Property valuation
- ☐ Signed contract of sale or building contracts (if construction loan)