

Financial planning checklist:



Checklist

- Privacy Consent and Disclosure Form
- Minimum recurring revenue of \$500k (excluding grandfathered commissions)
- Minimum loan amount of \$1m
- Confirmation of Dealer Group/ license - please contact your Macquarie Commercial Broker BDM to confirm the Dealer Group is accredited with Macquarie for lending to be provided to the Authorised Representative
- Snapshot of existing and proposed lending facilities, both business and personal
- Details of your organisational structure, including ownership, key management and number of staff
- Loan Application Form for each partner/guarantor
- Loan Features Form (NCCP regulated loans)
- Confirmation of clear tax (accountant prepared letters with ATO portals confirming the same will be required if deal progresses)
- Past two years of financial accounts (balance sheet and P&L detailing the following breakdown of income):
 - upfront income – investments
 - upfront income – risk
 - recurring income – investments
 - recurring income – risk
 - grandfathered recurring income for the latest full financial year - to be confirmed via company report or equivalent
- Year to date management accounts (including balance sheet and P&L detailing breakdown of income as above)
- Funds under management details (split by asset class)
- Age demographics of client base
- Details of partner salaries and benefits if not clearly itemised in the above
- Latest external compliance report (must be within last 12 months)
- Snapshot of aged debtor & WIP listings (if multi discipline firm)
- Forecasts for coming twelve months, taking into account effect of Life Insurance Framework changes implemented Jan 2018 (if applicable)



If acquisition

- Background of sponsors and strategy behind proposed transaction
- Forecast figures post acquisition
- Historical accounts for the business being acquired (including breakdown of upfront and recurring income for risk and investments)
- Confirmation of grandfathered recurring income
- Funds under management details (split by asset class)
- Age demographics of client base
- Contract of sale and details of acquisition (including details of any future tranche payments)
- Latest external compliance report (must be within last 12 months)