

New client checklist

Business Banking – Commercial Origination

The following checklist gives you a guide on the information required for all new client applications.

1

Provide the following documentation to refer a new client

Items required for initial enquiry submission:

- Loan application form
- An email confirming the applicants clear tax position and no known statutory liabilities
- Financial statements / Income tax returns (past two years of accountant prepared statements and returns)
- Privacy consent form.*

Additional items required to progress with a formal application:

- Customer identification form (CIP forms, can be individual, company, trust, partnerships)*
- Clear tax certification letter provided by your client's accountant*
- Specific industry data required for professional services firms (Your BDM will advise what industry specific information is required)

The Macquarie Commercial Loans tools and resources list can be found at www.macquarie.com/commercialbroker

**(available online from the Macquarie Commercial Loans tools and resources list)*

2

Email the completed forms and supporting documentation to your Macquarie Business Development Manager.

Macquarie Business Development Manager contacts:

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