

# Cross Collateral Loan Application Submission Guide

Existing and new to bank customers can submit cross collateral applications through ApplyOnline. The functionality is available for individual, company and trust borrowing structures.

Before submitting an application, please be aware of these important instructions for each application scenario below:

1. Existing customer with a loan BSB of 182-182
2. Existing customer with a loan BSB starting with 183
3. New to bank customer with a loan BSB of 182-182

## 1. Existing customer with a loan BSB of 182-182

If your client has an existing Macquarie loan with a BSB of 182-182, to apply for a new cross collateral loan using the existing loan's collateral security you'll need to submit a new loan application. In ApplyOnline, include the following:

### For application 1: New Cross Collateral Loan

1. Mark the existing loan collateral security type as a 2nd Registered Mortgage in the 'Type of security' section in the **Securities** tab.

### Securities

+ Security

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**Type of security**

Type

Transaction type

Is primary security?

2nd Registered Mortgage

Refinancing

Yes No

**Ownership**

All applicants

Ownership will be automatically allocated to all applicants at submission time. Allocations below are indicative based on current applicants.

Primary applicant	Mack Lone (Primary applicant)	100%
Total ownership allocation		100%

**Location**

Is for pre-approval?

Yes No

Address

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2. When prompted also capture the existing loan with BSB 182-182 in the 'Existing mortgages' section.

**Existing mortgage**

Priority: First | Is principal increasing?: Yes/No

Ownership: All applicants

Creditor: Macquarie

Repayment type: Principal and interest | Repayment amount: \$2,000.00 | Frequency: Monthly

Current interest rate: 3.00% | Is interest tax deductible?: Yes/No | Current balance: \$400,000.00 | Limit: \$400,000.00

Account name: | BSB: 182182 | Account number: 3456987

Loan term expiry date: 11 Sep 2043 | Estimated years remaining: 20 | Estimated months remaining: 1

Is clearing from this loan?: Yes/No

## 2. Existing customer with a loan BSB starting with 183

If your client has an existing Macquarie loan with a BSB of 183-712 or 183-711, to apply for a new cross collateral loan using the existing loan's collateral security you'll need to submit multiple applications in ApplyOnline.

Two applications will need to be prepared:

1. Refinance the existing Macquarie Loan with a BSB starting with 183. Include any other changes you wish to make with the refinance application. Once settled, this will close the applicant's existing loan facility and they'll be issued with a new loan facility with a BSB of 182-182
2. Submit an additional application for the cross-collateral loan. This application will contain the security property used in the first application as well as any other structure requirements.

Once you've prepared both applications in ApplyOnline, follow the below instructions to ensure you've selected the correct security position for both.

### For Application 1: Refinance Loan

1. Ensure you select **Yes** for the 'Multi-part application'.

**Multi-part application**

Is this a multi-part application? Yes/No

Application search

Application ID	Total loan amount	Applicants	Actions
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2. Capture the existing security collateral as a **Registered Mortgage** and enter the details in the 'Existing mortgages' section.

**Securities**

+ Security

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Type of security: Registered Mortgage | Transaction type: Refinancing | Is primary security?: Yes/No

Ownership: All applicants

**Note:** The 'transaction' type should be marked as 'Refinancing' and you will also need to select the 'clearing from this loan' box. You can only tick the 'Interest Tax Deductible? Box' where you are refinancing an investment property loan.

## For Application 2: New Cross Collateral Loan

1. Select yes for 'Is this a multi-Part Application' and enter the refinance loan 'Application ID'. This ensures both applications can be assessed by credit at the same time and can be settled simultaneously.

**Multi-part application**  

Is this a multi-part application?  
☒ Yes ☐ No

Application search ⓘ

Application ID	Total loan amount	Applicants	Actions
----------------	-------------------	------------	---------

2. Enter the refinance application details also under **Originator comments** in the **Comments and loan objectives** section. This will provide our credit team additional information in the event you forget to link the applications.

**Originator comments**  
Comments and loan objectives  

Please note refinance loan application ID is APP-12345678  
Requirements and objectives of loan are [...]

3. Enter the existing collateral used in the initial application as a 2nd registered mortgage in 'Type of Security' section in the **Securities** tab.

### Securities

+ Security

#### Security

**Type of security**

Type  
2nd Registered Mortgage

Transaction type  
Refinancing

Is primary security?  
☒ Yes ☐ No

**Ownership**

All applicants  
Ownership will be automatically allocated to all applicants at submission time. Allocations below are *indicative* based on current applicants.

Primary applicant	Mack Lone (Primary applicant)	100%
Total ownership allocation		100%

**Location**

Is for pre-approval?  
☐ Yes ☒ No

Address

**Property Details**

Status  
Established

Property primary purpose  
Owner Occupied

Holding  
Sole

Zoning  
Residential

Property type  
Semi Detached House

Off the plan?  
☐ Yes ☒ No

Will own 3 units in complex?  
☐ Yes ☒ No

Will own 25% of complex?  
☐ Yes ☒ No

4. You'll then be prompted to enter the existing mortgage details of the collateral security which is being refinanced (in the first application) in the **'Existing mortgage'** section. Please ensure you select the **'creditor'** as Macquarie and select **No** for **'Is clearing from this loan?'** You also can only tick 'Is interest tax deductible?' when the property being used is predominantly for investment purposes.

Existing mortgage

Priority

First

Is principal increasing?

Yes

No

Ownership

All applicants

Ownership will be automatically allocated to all applicants at submission time. Allocations below are *indicative* based on current applicants.

Primary applicant	Mack Lone (Primary applicant)	100%
Total ownership allocation		100%

Creditor

Macquarie

Repayment type

Principal and interest

Repayment amount

\$2,000.00

Frequency

Monthly

Current interest rate

3.00%

Is interest tax deductible?

Yes

No

Current balance

\$400,000.00

Limit

\$400,000.00

Account name

Yellow L

BSB

062903

Account number

3456987

Loan term expiry date

11 Sep 2042

Estimated years remaining

19

Estimated months remaining

1

Is clearing from this loan?

Yes

No

### 3. New to bank customer

If your client has an existing loan with another lender, to apply for a new loan using that existing loan's collateral security you'll need to submit multiple applications in ApplyOnline.

Two applications will need to be prepared:

1. Refinance the existing loan to Macquarie. Include any other changes you wish to make with the refinance application.
2. Subsequent application for the cross-collateral loan. This application will contain the security property used in the first application as well as any other differing structure requirements (i.e. an additional security).

Once you've prepared both applications in ApplyOnline, follow the below instructions to ensure you've selected the correct security position for both.

#### For Application 1: Refinance Loan

1. Ensure you select **Yes** for **'Multi-part application'**.

Multi-part application

Is this a multi-part application?

Yes

No

Application search

Application ID	Total loan amount	Applicants	Actions
----------------	-------------------	------------	---------

2. Capture the existing security collateral as a **Registered Mortgage** and enter the details in the **'Existing mortgages'** section.

Securities

+ Security

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Type of security

Type

Registered Mortgage

Transaction type

Refinancing

Is primary security?

Yes

No

Ownership

All applicants

Auto-allocation

**Note:** The 'transaction' type should be marked as 'Refinancing' and you'll also need to select the 'clearing from this loan' box. You can only tick the 'Interest Tax Deductible?' Box' where you're refinancing an investment property loan.

## For Application 2: New Cross Collateral Loan

1. Select Yes for 'Is this a multi-part application?' and enter the refinance loan 'Application ID'. This ensures both applications can be credit assessed at the same time and can be settled simultaneously.

Multi-part application

Is this a multi-part application?

Yes

No

Application search

Application ID

Total loan amount

Applicants

Actions

2. Enter the refinance application details also under the 'Comments and Loan Objectives' section. This will provide our credit team additional information in the event you forget to link the applications.

Originator comments

Comments and loan objectives

Please note refinance loan application ID is APP-12345678

Requirements and objectives of loan are [...]

3. Enter the refinanced loan collateral security as a 2nd registered mortgage in 'Type of security' section in the 'Securities' tab.

Securities

+ Security

23 KINGS DALE WATSON ACT 2602

Type of security

Type

2nd Registered Mortgage

Transaction type

Refinancing

Is primary security?

Yes

No

Ownership

All applicants

Ownership will be automatically allocated to all applicants at submission time. Allocations below are indicative based on current applicants.

Primary applicant

Mack Lone (Primary applicant)

100%

Total ownership allocation

100%

Location

Is for pre-approval?

Yes

No

Address

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Property Details

Status

Established

Property primary purpose

Owner Occupied

Holding

Sole

Zoning

Residential

Property type

Fully Detached House

Off the plan?

Yes

No

Will own 3 units in complex?

Yes

No

Will own 25% of complex?

Yes

No

4. You'll then be prompted to enter the existing mortgage details of the collateral security which is being refinanced (in the first application) in the 'Existing mortgage' section. Please ensure you select the 'creditor' as Macquarie and select **No** for 'Is clearing from this loan?'. You also can only tick 'Is interest tax deductible?' when the property being used is predominantly for investment purposes.

**Note:** The 'Limit' and 'Current Balance' should be the same on the cross collateral loan application but not on the refinance loan application.

Existing mortgage

Priority

First

Is principal increasing?

Yes

No

Ownership

All applicants

Auto-allocation

Creditor

Macquarie

Repayment type

Principal and interest

Repayment amount

\$2,000.00

Frequency

Monthly

Current interest rate

3.00%

Is interest tax deductible?

Yes

No

Current balance

\$400,000.00

Limit

\$400,000.00

Account name

Yellow L

BSB

062903

Account number

3456987

Loan term expiry date

11 Sep 2042

Estimated years remaining

19

Estimated months remaining

1

Is clearing from this loan?

Yes

No

**Note:** Both loan applications will be assessed and settled at the same time. The cross collateral loan will assume that the refinance loan and security collateral has occurred and is now with Macquarie. If the refinance loan from another lender does not proceed, the customer may no longer be eligible for the cross collateral product.

A new validation in ApplyOnline will indicate the above requirement and you'll not be able to proceed until the creditor name is corrected to 'Macquarie'. However, you should keep the BSB and Account No as per the existing loan being refinanced.

Existing mortgage

Priority

First

Is principal increasing?

Yes

No

Ownership

All applicants

Auto-allocation

Creditor

CBA

Invalid (mu...

Repayment type

Principal and interest

Repayment amount

\$2,400.00

Frequency

Monthly

Current interest rate

6.00%

Is interest tax deductible?

Yes

No

Current balance

\$400,000.00

Limit

\$400,000.00

Account name

ML

BSB

062903

Account number

3456987

Invalid (BS...

Loan term expiry date

01 Nov 2040

Estimated years remaining

17

Estimated months remaining

2

Is clearing from this loan?

Yes

No

For further information on Cross Collateral Loan applications please contact your BDM.