

Translation Checklist

File Details				
Clas ref Atoms ref	Loan account numb	er		
Applicant's name				
Document type PAYG Pensio comple section	n complete ete section 2	Rental Income complete section 3	Funds to complete / own contribution validation complete section 4	
certify: 1. I am fluent in the langua an accredited NAATI tra	ge of the submitted supporti	ng documents or hav	ve supplied an English	translation prepared by
	nts provided have been sum	nmarised in sections 1 Contact numl		nployee / Broker numbe
Signature:		Date:		
Branch name:	State:		Branch number	er:
Section 1 – Salary/Wa	ge/Pension Income			
State currency listed on doc Tick foreign language documents provided. Note: Must be in terms	Australian Citizens or A In all cases (Salary or V bank account and			
State currency listed on doc Tick foreign language documents provided.	Australian Citizens or V In all cases (Salary or V bank account and Last 2 payslips or	Vage): minimum of 3 ring last 2 pay cycle etter confirming ben- ank account	months consistent s	alary credits into a
State currency listed on door Tick foreign language documents provided. Note: Must be in terms of Income Verification Matrix CLM 8.1 If there are inconsistencies between the documentation provided, use the lowest income figure from the bank statement (refer to CLM 9.4 for additional	Australian Citizens or V In all cases (Salary or V bank account and Last 2 payslips or YTD pay slip (cove Pension: Government le pension credits into a be Other documents (pleas	Vage): minimum of 3 ring last 2 pay cycle etter confirming ben- ank account	months consistent s	alary credits into a
State currency listed on door Tick foreign language documents provided. Note: Must be in terms of Income Verification Matrix CLM 8.1 If there are inconsistencies between the documentation provided, use the lowest income figure from the bank statement (refer to CLM 9.4 for additional information). Gross base Foreign amount ie weekly/fortnightly/monthly Exchange rate Use "Foreign exchange http://webapps.stgeofx-calculator.aspx If no rate available from http://xe.com/	Australian Citizens or A In all cases (Salary or V bank account and Last 2 payslips or YTD pay slip (cove Pension: Government le pension credits into a bank account and Other documents (please and payment frequency y support of the company o	ring last 2 pay cycle etter confirming beneank account se specify) Rate Note: To convert to amount by the rate Rate	s months consistent s s) efits and minimum of and frequency foreign amount to AU e. n-resident lending po	alary credits into a 3 months consistent D\$, divide the foreign
State currency listed on door Tick foreign language documents provided. Note: Must be in terms of Income Verification Matrix CLM 8.1 If there are inconsistencies between the documentation provided, use the lowest income figure from the bank statement (refer to CLM 9.4 for additional information). Gross base Foreign amount ie weekly/fortnightly/monthly Exchange rate Use "Foreign exchange http://webapps.stgeofx-calculator.aspx If no rate available from the http://xe.com/ Attach print out or sci	Australian Citizens or V bank account and Last 2 payslips or YTD pay slip (cove Pension: Government le pension credits into a bit Other documents (please and payment frequency y ge calculator" via orge.com.au/rates-net/ om St George site use reen dump of exchange	ring last 2 pay cycle etter confirming bendank account se specify) Rate Note: To convert to amount by the rate Rate Note: Refer to Note	s months consistent s s) efits and minimum of and frequency foreign amount to AU e. n-resident lending po	alary credits into a 3 months consistent D\$, divide the foreign

State currency listed on documents (eg Chinese Yuan)		
nate surrency listed on describents (eg chilises Fuar)		
ick foreign language documents provided. Note: Must be in	terms of Income Verification Matrix CLM 8.1	
Personal tax returns for all applicants and		
Partnership tax returns and		
Trust or company tax returns and Financial Statements ((including Profit and Loss Accounts and Balance Sheets)	
Other documents (please specify)		
Gross Foreign amount and payment frequency be weekly/fortnightly/monthly	\$ and frequency	
Exchange rate	Rata	
 Use "Foreign exchange calculator" via http://webapps.stgeorge.com.au/rates-net/ fx-calculator.aspx 	Rate Note: To convert foreign amount to AUD\$, divide the foreign amount by the rate.	
If no rate available from St George site use http://xe.com/	Rate	
Attach print out or screen dump of exchange rate and calculation	Note: Refer to Non-Resident lending policy CLM 9.1 for approved countries	
Date of currency conversion	/ /	
AUD gross amount		
-	AUD \$ and frequency	
	AUD \$ and frequency	
Section 3 – <i>Rental Income</i>	AUD \$ and frequency	
Section 3 – Rental Income tate currency listed on documents (eg Chinese Yuan)	AUD \$ and frequency	
Section 3 – Rental Income tate currency listed on documents (eg Chinese Yuan) ick foreign language documents provided. Minimum of 6 months bank account statements	AUD \$ and frequency	
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Section 3 – Rental Income tate currency listed on documents (eg Chinese Yuan) ck foreign language documents provided. Minimum of 6 months bank account statements Other documents (please specify) Gross Foreign amount and payment frequency	AUD \$ and frequency \$ and frequency	
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Section 3 – Rental Income tate currency listed on documents (eg Chinese Yuan) ick foreign language documents provided. Minimum of 6 months bank account statements Other documents (please specify) Gross Foreign amount and payment frequency e weekly/fortnightly/monthly Exchange rate Use "Foreign exchange calculator" via http://webapps.stgeorge.com.au/rates-net/	\$ and frequency Rate Note: To convert foreign amount to AUD\$, divide the	
Section 3 – Rental Income tate currency listed on documents (eg Chinese Yuan) ick foreign language documents provided. Minimum of 6 months bank account statements Other documents (please specify) Gross Foreign amount and payment frequency e weekly/fortnightly/monthly Exchange rate Use "Foreign exchange calculator" via http://webapps.stgeorge.com.au/rates-net/fx-calculator.aspx	\$ and frequency Rate	
Section 3 – Rental Income tate currency listed on documents (eg Chinese Yuan) ick foreign language documents provided. Minimum of 6 months bank account statements Other documents (please specify) Gross Foreign amount and payment frequency e weekly/fortnightly/monthly Exchange rate Use "Foreign exchange calculator" via http://webapps.stgeorge.com.au/rates-net/fx-calculator.aspx If no rate available from St George site use http://xe.com/	\$ and frequency Rate Note: To convert foreign amount to AUD\$, divide the foreign amount by the rate. Rate	
Section 3 – Rental Income tate currency listed on documents (eg Chinese Yuan) ick foreign language documents provided. Minimum of 6 months bank account statements Other documents (please specify) Gross Foreign amount and payment frequency e weekly/fortnightly/monthly Exchange rate Use "Foreign exchange calculator" via http://webapps.stgeorge.com.au/rates-net/fx-calculator.aspx If no rate available from St George site use http://xe.com/ Attach print out or screen dump of exchange rate	\$ and frequency Rate Note: To convert foreign amount to AUD\$, divide the foreign amount by the rate. Rate Note: Refer to Non-Resident lending policy CLM 9.1 fo	

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Section 4 – Funds to complete / own contribution validation

Where applicants are assessed as Non-residents bank statements must be provided regarding "funds to complete". Refer to CLM 9.1 for the Definition of non-resident individual.				
State currency listed on documents (eg Chinese Yuan)				
Funds to complete or own contribution	AUD\$			
Gross Foreign amount				
Tick foreign language documents provided.	Bank statements in applicants name			
Note: If the Bank statements provided are not in the name of the applicant(s) lenders are to establish who is the account holder and their relationship to the applicant. The file will require referral to MCT for consideration.	Other documents (please specify).			
Use "Foreign exchange calculator" via http://webapps.stgeorge.com.au/rates-net/fx-calculator.aspx If no rate available from St George site use http://xe.com/ Attach print out or screen dump of exchange rate and calculation	Note: To convert foreign amount to AUD\$, divide the foreign amount by the rate. Rate Note: Refer to Non-resident lending policy CLM 9.1 for approved countries list			
Date of currency conversion				
AUD gross amount				
Note: must be the same or greater than the funds to complete or own contribution listed at the top of this section.	AUD\$			

Note: The Translation Checklist is certified by the person who translates the supporting documents and/or completes the currency conversion.

If the documents are in English, but list a foreign currency the person who completes the currency conversion will complete the Translation Checklist.

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