



The New Zealand Anglican Church Pension Board

Mortgage Application

Please mail this application form and all documentation to Mortgage Administrator, PO Box 12 287, Thorndon, Wellington 6144

Who is this application for? ☐ For single applicant ☐ For joint applicants

☐ For a Trust

NAME OF TRUST

NOTE: All Trustees of the Trust must acknowledge their agreement of the mortgage and their responsibilities as guarantors of the mortgage as Trustees.

Applicant Details

Name

TITLE

FULL NAME

Telephone (DAYTIME)

(0)

Are you a NZ citizen or do you have permanent NZ residency?

Date of Birth

/ /

☐ Yes ☐ No

Employer's Name

Occupation

Length of Service

yrs

Name

TITLE

FULL NAME

Telephone (DAYTIME)

(0)

Are you a NZ citizen or do you have permanent NZ residency?

Date of Birth

/ /

☐ Yes ☐ No

Employer's Name

Occupation

Length of Service

yrs

Postal address

NUMBER / STREET / PO BOX

SUBURB / CITY

POSTCODE

E-mail address

Marital Status [PLEASE TICK]

☐ Single / Widowed

☐ Married / Civil union

☐ Separated

☐ De facto

Number of Dependants

Age of Dependants

Declaration

I /we declare that to the best of my/our knowledge the information supplied in the application form is correct, and I/we authorise The New Zealand Anglican Church Pension Board to make such enquiries as they deem necessary in order to verify the financial details set out in the application. I have disclosed any and all information that might adversely affect my ability to repay the mortgage and all financial liabilities.

SIGNATURE

DATE

SIGNATURE

DATE

Mortgage Details			
Address of Property used for security	NUMBER / STREET		
	SUBURB / CITY		
Current Ownership <small>[PLEASE TICK]</small>	<input type="checkbox"/> Already owned	<input type="checkbox"/> To be purchased	Intention <small>[PLEASE TICK]</small> <input type="checkbox"/> Owner occupied <input type="checkbox"/> Rental
Finance Required	\$	Purchase Price <small>[IF APPLICABLE]</small>	\$
Other loan from Church	<input type="checkbox"/> Yes <input type="checkbox"/> No	Amount being advanced by Church organisation	\$
Church organisation			
Registered Valuation <small>[LESS CHATTELS]</small>	\$	Rating Valuation <small>[CAPITAL VALUE]</small>	\$
Type of Mortgage <small>[PLEASE TICK]</small>	<input type="checkbox"/> Interest Only <input type="checkbox"/> Table		
Length of Term <small>[PLEASE TICK IF TABLE MORTGAGE IS SELECTED]</small>	<input type="checkbox"/> 5 yrs <input type="checkbox"/> 10 yrs <input type="checkbox"/> 15 yrs <input type="checkbox"/> 20 yrs <input type="checkbox"/> 25 yrs <small>[MAX]</small> <input type="checkbox"/> Other _____ yrs		
Interest Rate <small>[PLEASE TICK AND FILL IN RATE ACCEPTED]</small>		NOTE: In order to qualify for concessionary rates an applicant must be 60 or over and either retired Anglican clergy or Anglican clergy widow/er. <input type="checkbox"/> REGULAR RATES <input type="checkbox"/> CONCESSIONARY RATES	
		<input type="checkbox"/> Floating <input type="checkbox"/> Fixed 2 yr <input type="checkbox"/> Fixed 1 yr <input type="checkbox"/> Fixed 3 yr <div style="border: 1px solid black; width: 100px; height: 20px; text-align: center; float: right;">%</div>	
Finance confirmation date		DATE FUNDS REQUIRED	
Additional Security			
If an additional property is being used for security please list the details below.			
Status <small>[PLEASE TICK]</small>	<input type="checkbox"/> Freehold	<input type="checkbox"/> Mortgaged	NAME OF MORTGAGOR
NUMBER / STREET			
SUBURB / CITY			
Solicitor's Details			
Firm's Name			
Name of Solicitor	TITLE	SURNAME	GIVEN NAME(S)
Telephone	(0)		
Fax	(0)		
Postal address	NUMBER / STREET / PO BOX		
	SUBURB / CITY		POSTCODE
E-mail address			

Monthly Income [IF INCOME IS TAX FREE PLEASE INDICATE WITH AN ASTERISK *]

	Monthly Income [AFTER TAX]
Stipend / Salary / Wages	
Applicant 1	\$
Applicant 2	\$
Pension	
Applicant 1	\$
Applicant 2	\$
NZ Superannuation	
Applicant 1	\$
Applicant 2	\$

	Monthly Income [AFTER TAX]
Allowances	\$
Social Welfare Benefits	
Applicant 1	\$
Applicant 2	\$
Other - Regular [PLEASE SPECIFY]	
Applicant 1	\$
Applicant 2	\$
Interest / Dividends	\$
Regular gift from friends / family [PLEASE SPECIFY]	\$

FOR OFFICE USE ONLY

TOTAL MONTHLY RENTAL / BOARDER INCOME | \$

A

Existing Rental property / Boarder / Flatmate income [FOR CURRENTLY OWNED PROPERTIES ONLY]

NOTE: The Pension Board will only allow 60% of rental income to be applied towards income. This allows for periods without occupancy.

			Monthly Income [AFTER TAX]
1. Address:	Current tenants length of occupancy _____ yrs _____ months	Rental income of \$_____ per month	\$
2. Address:	Current tenants length of occupancy _____ yrs _____ months	Rental income of \$_____ per month	\$
3. Boarder / Flatmate	How long has your boarder resided with you? _____ yrs _____ months	Rental income of \$_____ per month	\$

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TOTAL MONTHLY RENTAL / BOARDER INCOME | \$

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Monthly Expenditure

NOTE: Please only include payments for credit card debt on an existing balance. If you use your credit card to purchase household items and pay them off in full each month then your credit card costs would be \$0 since the costs would be shown in their appropriate category.

IF YOU ARE REFINANCING WITH THE PENSION BOARD PLEASE DO NOT PUT EXPENSES IN THE PURPLE SHADED SECTIONS BELOW. THESE BOXES ARE ONLY FOR PROPERTIES YOU OWN WHICH ARE NOT GOING TO BE MORTGAGED AT THE PENSION BOARD.

Estimated Monthly Costs	
Mortgage payments [FOR CURRENTLY OWNED PROPERTIES]	\$
Rates [FOR CURRENTLY OWNED PROPERTIES]	\$
Rental expenses [FOR CURRENTLY OWNED PROPERTIES]	\$
Credit cards* [PLEASE SEE NOTE ABOVE]	\$
Store cards / Hire purchase	\$
Superannuation [IF NOT ALREADY DEDUCTED FROM PAY]	\$
KiwiSaver [IF NOT ALREADY DEDUCTED FROM PAY]	\$
Other loans (i.e. finance companies, family members etc.) [PLEASE SPECIFY] Lender:	\$
Utilities	\$

Estimated Monthly Costs	
Child support / child care expenses	\$
Food	\$
Clothing	\$
Medical / dental	\$
School fees	\$
Motor vehicle costs Running expenses / registration / insurance	\$
House / contents insurance [FOR CURRENTLY OWNED PROPERTIES]	\$
House maintenance	\$
Insurances	\$
Offerings / donations / gifts	\$
Regular savings	\$

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TOTAL MONTHLY EXPENDITURE

\$

C

Proposed costs for new mortgage

Are **ALL** Council rates payments for the properties you currently own up to date? ☐ Yes ☐ No ☐ Not Applicable

	Proposed Monthly
Insurance	\$
Rates	\$
Maintenance	\$
Other	\$

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TOTAL PROPOSED EXPENDITURE

\$

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Statement of assets [AT DATE OF APPLICATION]

	Estimated Current Value
Main Bank _____	
Chequing	\$
Savings	\$
Other	\$
Private investments	
Shares / Government stock	\$
Unit trusts	\$
Term deposits	\$
Other _____	\$
Superannuation	
Applicant 1	\$
Applicant 2	\$

	Estimated Current Value
Property [PROPERTY USE I.E. RENTAL, FAMILY HOME]	
Property 1	\$
Property 2	\$
Property 3	\$
Property 4	\$
Vehicles [PLEASE SPECIFY MAKE AND AGE]	
Automobile _____	\$
Automobile _____	\$
Furniture and Household Effects [INSURED FOR]	\$
Other assets over \$1,000 [PLEASE SPECIFY]	
Other 1	\$
Other 2	\$

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TOTAL ASSETS

\$

E

Statement of liabilities [AT DATE OF APPLICATION]

	Balance Outstanding
Overdraft limit	
Chequing overdraft limit	\$
Other overdraft limit	\$
Loans	
Car loan [PLEASE SPECIFY LENDER] _____	\$
Student loans	\$
Personal loans [SPECIFY LENDER] _____	\$
Finance company loans [SPECIFY LENDER]	\$
Lender & Amount owing _____	
Lender & Amount owing _____	
Hire purchase [PLEASE SPECIFY COMPANY]	
HP 1 from _____	\$
HP 2 from _____	\$

	Balance Outstanding
Mortgages [PLEASE SPECIFY MORTGAGE HOLDER]	
Property 1	\$
Property 2	\$
Property 3	\$
Credit cards [PLEASE SPECIFY TYPE]	
Card 1 _____ Limit \$ _____	\$
Card 2 _____ Limit \$ _____	\$
Store cards [PLEASE SPECIFY TYPE]	
Card 1 _____ Limit \$ _____	\$
Card 2 _____ Limit \$ _____	\$
Other liabilities over \$1,000 [PLEASE SPECIFY]	
Liability 1	\$
Liability 2	\$

Are any of the applicants acting as guarantor on any other loan(s)? ☐ Yes ☐ No

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TOTAL LIABILITIES

\$

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CREDIT CHECK AUTHORITY

I and

consent to you, The New Zealand Anglican Church Pension Board, collecting, using and disclosing my personal information for the following purposes:

- Verifying any information that I give to you (or information that you may collect from other sources) with third parties and third party databases, including Government agencies (for eg. NZ Transport Authority, Motor Vehicle Register, PPSR).
- Carrying out credit checks on me with a credit reporting agency for a purpose relating to the provision of credit to me (including debt collection) or for a quotation for the cost of credit or for the requirements of the Anti-Money Laundering and Countering Financing Terrorism Act 2009. This will require you to give my information to the credit reporting agency as well as the credit reporting agency providing information about me to you.
- Debt recovery including appointing an agent to collect any outstanding debts and listing defaults with a credit reporting agency.
- Checking the Ministry of Justice fines database for any overdue fines I may have. This will require you to give my information to the Ministry of Justice. This check may be carried out by a credit reporting agency, which will require the search results to be disclosed to the credit reporting agency.
- Verifying any information that I give to you (or information that you may collect from other sources) with third parties and third party databases for the purposes of fraud prevention or the Anti-Money Laundering and Countering Financing Terrorism Act 2009.
- Where I have voluntarily given you my driver licence information, this information may also be disclosed to a credit reporting agency and the Ministry of Justice as part of the checks you undertake with them.

I authorise any third party to provide my personal information to you for any of these purposes.

I understand that if you disclose my personal information to a credit reporting agency, they may hold my information on their credit reporting database and use it for providing credit reporting services and for any other lawful purpose and they may disclose my information to their subscribers for the purpose of credit checking or debt collection or for any other lawful purpose.

SIGNATURE

DATE

SUPPLEMENTAL RENTAL PROPERTY FORM

If the property you are purchasing or refinancing is intended to be a rental property please fill out the worksheet below. **If there is more than one property being covered in the application each property will require a separate sheet** (i.e. in the case of the purchase of a group of flats).

The Pension Board requires a professional rental assessment of the property. Assessments can be provided by QV, real estate agents and registered valuers. If you are having a registered valuation done on the property you should request your valuer include a rental income assessment.

Investment Property Worksheet

- | | | |
|--|------------------------------|-----------------------------|
| Will you be using a property management agency? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Is the property intended to be rented to a family member? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| If so, will the rent being charged to family member be at a discounted rate? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Is the property currently tenanted? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| If so, will the current tenants be remaining in the property? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Rental income

The Pension Board adjusts rental income to allow for periods of unoccupancy due to lack of tenants or other reasons. The adjustment rate is 60% of the monthly rental total.

Please list the total rent being charged. All adjustments will be done by the Pension Board.

What is the projected weekly rent as stated in the rental assessment?

What is the weekly rental rate you will be charging?

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Rental expenses

	Estimated Monthly Costs
Rental property management fees	\$
Rates	\$
Insurance	\$
Maintenance	\$
Other - Regular <small>[PLEASE SPECIFY]</small>	
1.	\$
2.	\$
Total proposed rental expenses	\$

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MORTGAGE APPLICATION CHECKLIST

Please use the following checklist to ensure you have completed and provided all the necessary documentation required in order to process this application. Failure to include all required information could cause a delay in processing your application.

Allow five business days for the approval process once all the required documentation is received.

APPLICATION FORM

- ☐ Complete **ALL** sections of the application form.
- ☐ Read, sign and date the declaration on the first page.
- ☐ Complete the Identity Verification Form for each applicant.
- ☐ Provide all the required documentation.
- ☐ Complete and sign the credit check authority page for all applicants.

VERIFICATION OF IDENTITY

Under the Anti-Money Laundering and Countering Financing of Terrorism Act 2009, we are required to obtain information about your identity and verify that information. Each applicant must complete the Identity Verification Form included with this application.

ADDITIONAL DOCUMENTATION REQUIRED

- ☐ Bank statements for the last two months for ALL accounts. Address must be displayed on the first page of the statement.
If you currently own an investment property please highlight the rent payments in your bank statements. If you receive rental payments in cash (i.e. they are not shown on the bank statements) we require a signed letter from the tenants stating the amount of rent they are paying.
- ☐ A copy of your payslip. If you are paid weekly or fortnightly we require a full month's payslips. If you are self-employed a copy of the audited business accounts for the current year are required.
If you are unable to provide a payslip, a letter from your employer on company letterhead stating your gross and net salary is required.
- ☐ If you have institutional loans (i.e. car loan, finance company loans, mortgage, etc) we require a statement detailing the full amount owing for each.
- ☐ A registered valuation or rating valuation for the property you wish to purchase or refinance.
If you are using additional properties as security you will need to provide valuations for these properties as well.
A registered valuation is required if lending is to be above 50% of the value of the property. The valuation MUST be addressed to the Pension Board not the applicant. If lending is 50% or less a rating valuation from the council may be used. If you are unsure which valuation type you need, please contact the Mortgage Administrator.

RENTAL PROPERTIES BEING BOUGHT OR REFINANCED WITH THIS APPLICATION

- ☐ Each property being mortgaged must have a rental property sheet completed and a professional rental assessment provided. [See Supplemental Rental Property Form]

CREDIT CHECK

The Pension Board requires a credit check for all applications with lending over \$50,000. If an application is submitted without the required authority(s) being included, the application will not be processed until the required authority is supplied. If the applicant(s) do not wish a credit check to occur, the application must be withdrawn.