

ASIC / NCCP Checklist				
Description of major requirements	Yes	No	Date Undertaken	Comment
Have you made reasonable inquiries about the applicant's requirements and objectives in relation to the credit contract? <i>National Credit Act, s117(1)(a)</i>				
Have you made reasonable inquiries about the applicant's financial situation? <i>National Credit Act, s117(1)(b)</i>				
Have you taken reasonable steps to verify the applicant's financial situation? <u>NOTE: You must list all steps taken</u> <i>National Credit Act, s117(1)(c)</i>				
Have you made a preliminary assessment of whether the credit contract will be unsuitable for the applicant, taking into account <ul style="list-style-type: none"> • the applicant's requirements and objectives • the applicant's financial situation? <i>National Credit Act, s116(1)</i>				
OTHER				
Does the applicant have any evident special need regarding assistance to understand the terms of this loan? (e.g. numeracy, literacy or language needs)				
Have you explained the interest rates, fees & exit costs associated with the loan?				
Does the applicant know they will be required to obtain independent legal advice on this loan at their own expense?				
Is your accreditation up to date? Note: you must be accredited to submit an application.				
Applicant:	Introducer Name:			
Service provided by Introducer: Mortgage or Auto & Equipment advice	Are you authorised to provide this service? YES / NO			
Introducer ACL No:	Introducer Signature:			