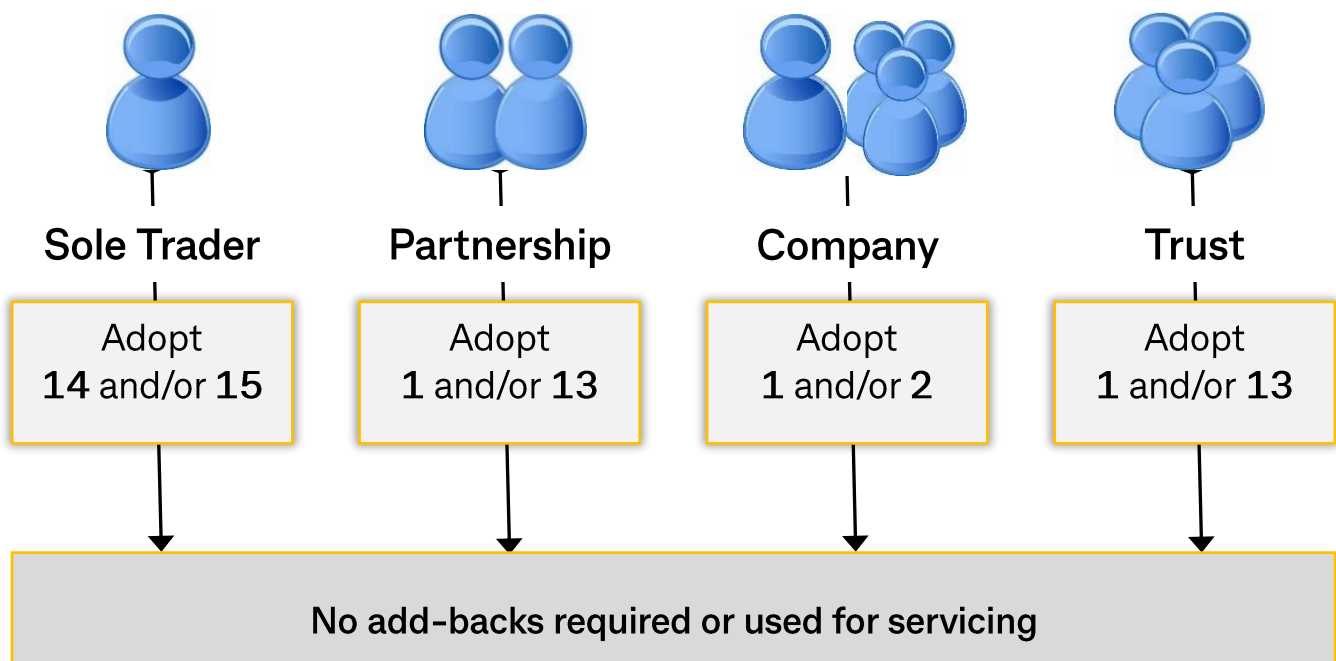


Simple Verification Process Guide



Refer to the following sections from the Individual Tax Returns (ITR) depending on the entity type.

You must ensure the customer's business is the source of these incomes/earnings.	1	SALARY OR WAGES
	2	ALLOWANCES, EARNINGS, TIPS, DIRECTORS FEES, ETC
	13	PARTNERSHIPS AND TRUSTS
	14	PERSONAL SERVICES INCOME (PSI)
	15	NET INCOME OR LOSS FROM BUSINESS



- The accountant letter or Profit and Loss (P&L) statement must be reviewed, and where a loss is shown in either year, you can not use this simple verification method
- The calculated income is entered as 'Salary/Wages' in the Serviceability Calculator or as 'Gross Salary' in the Home Loan Application
- All other income types need to be verified as per [Eligible Income on CommBroker](#)

IMPORTANT: This is a guide only and should be read in conjunction with policy instructions [Self Employed – Simple verification](#)