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# 03.25 Genuine Savings, Equity and Customer Contribution

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#### **Table of Contents**

- 1. About this policy
- 1.1 Why this policy?
- 2. Rules you must apply
- 2.1 Genuine savings
- 2.1.1 Amount to be verified
- 2.1.2 Acceptable 'Tier 1' sources of genuine savings
- 2.1.3 Eligibility for 'Tier 2' sources of genuine savings
- 2.1.4 Acceptable 'Tier 2' sources of genuine savings
- 2.1.5 Unacceptable sources of genuine savings
- 2.2 Verifying 10% equity requirement for Investment Loans
- 2.3 Customer contribution
- 2.3.1 Evidencing customer contribution
- 2.3.2 Acceptable sources of customer contributions
- 2.3.3 Unacceptable sources of customer contribution
- 2.3.4 Shortfall in customer contribution
- 3. Frequently asked questions

## 1. About this policy

#### 1.1 Why this policy?

The purpose of this policy is to provide an overview of the following requirements for the consumer mortgage application:

- genuine savings
- customer contribution and funds to complete the loan transaction.

If the loan application requires mortgage insurance, refer to <u>Lenders Mortgage Insurance</u>, where required.

## 2. Rules you must apply

#### 2.1 Genuine savings

Demonstrated genuine savings behaviour provides evidence of the borrower's capacity to service the consumer mortgage loan application requested as well as a proven ability to meet regular commitments.

5% genuine savings must be verified on all consumer mortgage insured applications where the base LVR exceeds 90%.

Verification can be via either:

- Acceptable 'Tier 1' sources
- Acceptable 'Tier 2' sources

Evidence of genuine savings is to be retained on the file, refer to <u>Recording evidence of genuine savings</u>.

Also refer to <u>Unacceptable sources of genuine savings</u>.

#### 2.1.1 Amount to be verified

Step	If this loan	Then
1	Is for the purchase of vacant land, <b>and</b> :  • there is also an application to construct a dwelling on the land	Verify 5% of the total of land purchase plus construction costs (regardless of the valuation result)  Example: Land cost \$200,000 plus construction costs \$280,000 (build contract \$280,000 plus additional works \$20,000) = \$500,000  Verify \$25,000 genuine savings
2	Is a construction loan and:  • the security collateral is an established property or vacant land already owned for less than 3 months, and  • genuine savings was previously verified in the original application to purchase the security collateral  **If the security collateral has been held for 3 months or more, apply scenario 4	Verify 5% of the valuation result The genuine savings verified in the original purchase application can be deducted from the total amount to be verified in the application to construct/renovate  Example: Valuation result \$500,000 for property being constructed: \$25,000 total genuine savings required \$10,000 was previously verified in the original vacant land purchase application: Verify \$15,000 genuine savings in the

Step	If this loan	Then
		application to construct (\$25,000 total minus \$10,000 previously verified)
3	Security Collateral is an established property or vacant land being purchased	Verify 5% of the contract of sale price (regardless of the valuation result)  Example: Contract price \$100,000: Verify \$5,000 genuine savings
4	Security Collateral is an established property or vacant land already owned	Verify 5% of the security collateral value Refer to <u>Security Collateral Value Assessment</u> policy <b>Example:</b> Valuation result is \$400,000 <b>Verify \$20,000 genuine savings</b>
5	Security Collateral is a combination of:  • an established property or vacant land being purchased, and  • an established property or vacant land already owned	<ul> <li>Verify 5% of the total of:</li> <li>the contract of sale price (regardless of the valuation result) for the purchase property, plus</li> <li>the security collateral value of the property already owned. Refer to <u>Security Collateral Value Assessment</u> policy</li> <li>Example:         <ul> <li>Contract of sale price \$500,000 for purchase property plus valuation result \$200,000 for property already owned equals \$700,000:</li> <li>Verify \$35,000 genuine savings</li> </ul> </li> </ul>

#### 2.1.2 Acceptable 'Tier 1' sources of genuine savings

The below 'Tier 1' sources may be used singularly or in combination and:

- must have been accumulated over or held for a minimum of 3 months (excluding Historical rental payments)
- if combined, the total amounts verified must be a minimum of the required 5%
- must be evident from the Responsible Lending Start Date
- verification documents must comply with <u>Document Standards</u>

Tier 1 Sources and Conditions	Confirm	Verify by
Accessible Australian superannuation Must be held by a borrower	<ul> <li>Accessible amount (\$)</li> <li>Funds have been accumulated over or held for the required period</li> </ul>	<ul> <li>Superannuation fund letter or</li> <li>Superannuation fund email advice</li> </ul>

	Superannuation holder complies with conditions	
Additional Australian superannuation contributions above Superannuation Guarantee (SG)  Must be held by a borrower	<ul> <li>Contribution amount above SGC (\$)</li> <li>Funds have been accumulated over or held for the required period</li> <li>Superannuation holder complies with conditions</li> </ul>	<ul> <li>Superannuation fund letter; or</li> <li>Superannuation fund email advice</li> </ul>
	<ul> <li>Property ownership complies with conditions</li> <li>Property has been owned for the required period</li> </ul>	<ul> <li>Title search as obtained through normal loan assessment; or</li> <li>Council rates notice; or</li> <li>Utility Bill; or</li> <li>Settlement statement</li> </ul>
Equity in property already owned located in Australia - offered as security collateral for	Property value	Valuation as obtained through normal loan assessment - Refer <u>Security</u> <u>Collateral Value Assessment</u>
this loan application and must only be owned by one or more borrower/s	Balance of existing debt (if any) against the property	Documents as obtained through normal loan assessment - Refer <u>Commitments</u> policy > Confirm the details of the commitment
	Amount of equity in the property	Calculation required:  • Property value minus any existing debt balance
Equity in property already owned located in Australia - not offered as security collateral for this loan and must only be owned by one or more	<ul> <li>Property ownership complies with conditions</li> <li>Property has been owned for the required period</li> </ul>	<ul> <li>Title search as obtained through normal loan assessment; or</li> <li>Council rates notice; or</li> <li>Utility Bill; or</li> <li>Settlement statement</li> </ul>
borrower/s	Property value	<ul> <li>Existing valuation process (to LMI standards), where property is mortgaged to Westpac Group -</li> </ul>

#### Refer <u>Security Collateral</u> Value Assessment • AVM, but if no AVM result or customer estimate not validated by AVM, then use Residential Shortform Valuation Documents as obtained through normal loan • Balance of existing debt assessment - Refer (if any) against the <u>Commitments</u> policy > property Confirm details of the commitment Calculation required: • Amount of equity in the Property value minus property any existing debt balance Historical rental Tenant/s comply with Rental ledger from payments for a conditions licensed real estate property located in • Tenancy period property manager / complies with agent / letting agent, Australia conditions including confirmation Borrowers are currently • Rental payment history of 6 months rental renting complies with payment history; or Loan application must conditions Licensed real estate be for: property manager's / o an owner occupied agent's / letting agent's residence letter or email • the purchase of an advice confirming actual established owner rent, including occupied dwelling, confirmation of 6 months rental payment o the purchase of history vacant land if there is also an application to construct an owner occupied residence on that land Loan application is **not** for an investment property purchase, alternate investment purpose or vacant land only All borrowers must have been renting for a minimum of the last 6 months

- 6 months satisfactory continuous rental payment history
- All tenants on the lease must be borrowers.
   Note: Rental ledger can be in one name if the loan application is for two borrowers who
- The rental property is leased through a licensed property manager /agent / letting agent (excludes family / private)

are spousal

**Note:** rent paid does not need to meet 5% of the purchase price

Account holder complies with conditions

### Additional payment amount/s (\$) accumulated or held and available to use, evidenced by:

- Re-draw (\$), available funds (\$)
- Additional payments have been accumulated over or held for the required period
- Investigate large one-off deposits to determine if they should be assessed under Tier 2 or are unacceptable sources

Documents as obtained through normal loan assessment -Refer to <u>Commitments</u> policy > Confirm details of the commitment

# Loan payments above contracted repayment amount for a loan facility within Australia

- Payments must be
  - to open Mortgage loans (excluding 'Line of Credit' products) or
  - to open Term loans (secured and unsecured)
  - o available to use
- Loan must only be held in the name of one or more borrower/s

## Savings accumulated

Must be:

- In a bank account held in an Australian Bank
- Only held in the name of one or more borrower/s
- Account holder complies with conditions
- Amount accumulated
   (\$)
- Savings have been accumulated over the required period
- Investigate large one-off deposits to determine if they should be assessed

- Account statement; or
- Account transaction listing

	under Tier 2 or are	
	unacceptable sources	
Savings held Includes (but not limited to):  Bank accounts, term deposits, debentures with a financial institution held in an Australian Bank  Shares held in publicly listed companies held via an Australian Brokerage Firm or Australian online Trading Account Must be:  Only held in the name of one or more borrower/s	<ul> <li>Account holder complies with conditions</li> <li>Amount held (\$)</li> <li>Savings have been held for the required period</li> <li>Investigate large one-off deposits to determine if they should be assessed under Tier 2 or are unacceptable sources</li> </ul>	<ul> <li>Account statement; or</li> <li>Account transaction listing; or</li> <li>Investment certificate; or</li> <li>Share registry statement</li> </ul>
Deposit paid to Builder / Developer / Real estate agent	<ul> <li>Funds have been held by the Builder / Developer or Real Estate Agent for a minimum of 3 months</li> </ul>	<ul> <li>Deposit receipt issued by the Builder / Developer or Real Estate Agent, evidencing:</li> <li>amount of deposit paid by one or more of the borrowers</li> <li>Date of payment</li> </ul>
	<ul> <li>Prior to the deposit being paid to the Builder / Developer or Real Estate Agent the amount of the deposit paid (savings) was held in an account in the name/s of one or more of the borrower.</li> <li>Savings held Includes (but is not limited to):         <ul> <li>Bank accounts, term deposits, debentures with a financial institution held in an Australian Bank</li> <li>Shares held in publicly listed companies held via</li> </ul> </li> </ul>	<ul> <li>Account statement; or</li> <li>Account transaction listing; or</li> <li>Investment certificate; or</li> <li>Share registry statement</li> </ul>

an Australian Brokerage Firm or Australian online Trading Account

#### 2.1.3 Eligibility for 'Tier 2' sources of genuine savings

- In order to use 'Tier 2' sources of genuine savings, the 'Tier 2' eligibility policy below must be met
- Once the 'Tier 2' eligibility policy is satisfied, proceed to <u>Acceptable 'Tier 2' sources of genuine savings</u>

Tier 2 Eligibility and Conditions	Confirm	Verify by
Historical rental payments for a property located in Australia  Borrowers are currently renting  All borrowers must have been renting for a minimum of the last 3 months  months  months satisfactory continuous rental payment history All tenants on the lease must be borrowers Note: Rental ledger can be in one name if the application is for two applicants who are spousal Note: Rent paid does not need to meet 5% of the purchase price	<ul> <li>Tenant/s         comply with         conditions</li> <li>Tenancy         period         complies with         conditions</li> <li>Rental         payment         history         complies with         conditions</li> </ul>	<ul> <li>Rental ledger from licensed real estate property manager / agent / letting agent, including confirmation of 3 months rental payment history; or</li> <li>Licensed real estate property manager's / agent's / letting agent's letter or email advice confirming actual rent, including confirmation of 3 months rental payment history</li> </ul>

#### 2.1.4 Acceptable 'Tier 2' sources of genuine savings

In order to use the 'Tier 2' sources of genuine savings, the '<u>Tier 2' eligibility policy</u> (prior section) must be met.

The below 'Tier 2' sources may be used singularly or in combination and:

- must have been accumulated over or held for less than 3 months otherwise they are to be assessed as <u>'Tier 1' sources</u>
- if combined, the total amounts verified must be a minimum of the required 5%
- must be evident at the Responsible Lending Start Date
- verification documents must comply with <u>Document Standards</u>

Tier 2 Sources and Conditions	Confirm	Verify by
Bonus/Commission (paid	<ul><li>Nature of payment</li><li>Payment amount (\$)</li></ul>	Payslip evidencing the nature of the payment and the amount
as salary /wage) Must be deposited into a bank account:  • within the last 3 months  • only held in the name of one or more borrower/s	<ul> <li>Payment has been credited to a bank account within the required period</li> <li>Account holder complies with conditions</li> </ul>	<ul> <li>Account statement; or</li> <li>Account transaction listing</li> </ul>
Dividend	Nature of payment	Dividend advice evidencing the nature of the payment
Must be deposited into a bank account held in an Australian bank:  • within the last 3 months  • only held in the name of one or more borrower/s	<ul> <li>Payment amount (\$)</li> <li>Payment has been credited to a bank account within the required period</li> <li>Account holder complies with conditions</li> </ul>	<ul> <li>Account statement; or</li> <li>Account transaction listing</li> </ul>
Tax refund  Must be deposited into a bank account held in an Australian bank:	Nature of payment	Australian Tax Office     Notice of Assessment     detailing the amount of     refund due
<ul> <li>within the last 3 months</li> <li>only held in the name of one or more borrower/s</li> </ul>	Payment amount (\$)	<ul><li>Account statement; or</li><li>Account transaction listing</li></ul>

#### 2.1.5 Unacceptable sources of genuine savings

#### Unacceptable sources of genuine savings

- Bonus / Dividend / Commission received in a foreign currency
- Borrowed funds / deposits (proceeds from personal loans or other borrowings)
- Builder's incentives rebate
- Compensation payout proceeds
- Cash holdings
- Favourable purchase (not arm's length)
- FHOG (First Home Owners Grant) or any State Government assistance

- Funds held in a business / company account
- Funds held in a foreign bank account
- Gift (of any kind) proceeds
- Livestock sale proceeds
- Vendor savings plans
- Windfall proceeds e.g. lottery
- Bank statements showing bulk deposits held for less than 3 months (if Tier 1 source)
- Promissory notes / letters
- Incentives for early completion
- Marketing / cash back offers

#### 2.2 Verifying 10% equity requirement for Investment Loans

Any Mortgage insured consumer mortgage application for investment loans that have a Total LVR >90% (inclusive of LMI premium) will require a minimum equity of 10% to be held in already owned property in Australia.

The 10% equity must be:

- maintained post drawdown of the requested loan
- not eroded through equity release or LMI premium capitalisation to assist with the completion of the requested loan.

Documents used to verify 10% equity must comply with <u>Document Standards</u>.

Confirm	Verify by	
Property ownership Australian property must only be owned by one or more borrower	<ul> <li>Title search or</li> <li>Council rates notice or</li> <li>Utility Bill</li> </ul>	
Property value	Use customer's estimated market value	
Limit of existing debt (if any) against the property	Documents as obtained through normal consumer mortgage loan assessment - Refer <u>Commitments</u> policy > Confirm details of the commitment	
Amount of equity in the property	Calculation required:  • property value minus any existing debt limit	

#### 2.3 Customer contribution

The customer contribution is the amount the borrower will need to pay to cover the difference between the purchase price (or construction cost or refinance cost) plus legal, mortgage insurance, stamp duty, and other fees, less the loan amount.

#### 2.3.1 Evidencing customer contribution

The customer contribution must be:

 available at the time of formal application, or comply with the policy detailed under <u>Shortfall in customer contribution</u>

- shown in the statement of assets and liabilities
- clearly indicated in the funding table
- compliant with AML reporting requirements

If a low valuation reduces the available loan amount and increases the contribution amount, ensure:

- the customer contribution is still sufficient
- submission notes and funding table details are updated

#### 2.3.2 Acceptable sources of customer contributions

Also refer to <u>Unacceptable sources of customer contribution</u> for further details

Application Type	Acceptable Sources
Mortgage insured loans	Once any genuine savings required has been verified, any additional customer contribution required may be from:  • Accessible superannuation, provided the borrower has met Australian Taxation Office and Superannuation Industry (Supervision) Act requirements, e.g. borrower is able to access a lump sum from their superannuation due to:  • Reached preservation age  • Under transition to retirement rules, while continuing work  • First Home Buyer Super Saver Scheme  • Bonus / commissions / dividends  • Cash holdings  • Compensation payouts (standard income verification requirements apply and ability for the borrower to meet standard employment and serviceability policy)  • First Home Owners Grant  • Gifts  • Inheritance  • Personal savings account  • Real estate equity (with any liability and loan repayment reflected in the consumer mortgage application)  • Sale of asset  • Sale of stocks / shares publicly listed in the borrower's name  • Tax refund  • Term Deposit account  • Windfall
Non-mortgage insured loans	<ul> <li>In addition to the sources listed as acceptable under 'Mortgage insured loans', customer contribution may be from:</li> <li>A source not listed under <u>Unacceptable sources of customer contribution</u></li> <li>Loan from family or friends (with the liability and loan repayment reflected in the consumer mortgage application)</li> </ul>

#### 2.3.3 Unacceptable sources of customer contribution

Unacceptable sources (for both non-mortgage insured and mortgage insured loans)

- Purchase or builder's rebates either before or after purchase settlement
- Incentives for early completion
- Marketing / cash back offers
- Promissory notes / letters
- Vendor savings plans (can only be accepted by Credit as an exception nonmortgage insured transactions only)
- Loans from sources not specifically listed as 'acceptable' e.g. an unsecured personal loan from a financial institution (even if the liability and loan repayment are to be shown in the application)

#### 2.3.4 Shortfall in customer contribution

If at the time of assessment, a shortfall in customer contribution is apparent, the consumer mortgage application may proceed where:

- the shortfall can realistically be saved within the below generally accepted period allowed for settlement
- the saving of the shortfall is consistent with the borrower/s current savings pattern
- Credit approval is held for any shortfall >\$2,000

Acceptable shortfall savings time limits							
АСТ	NSW	NT	QLD	SA	TAS	VIC	WA
4 weeks	6 weeks	4 weeks	4 weeks	4 weeks	4 weeks	8 weeks	4 weeks

#### 3. Frequently asked questions

Question	Answer
When using an account statement for verification, do I need every page issued for that statement?	<ul> <li>No</li> <li>You only need the pages which:</li> <li>Display the information you are verifying, and</li> <li>Enable you to comply with the <u>Document Standards</u> for an account statement</li> </ul>

## **Change History**

Amendment number	Amendment issue date	Description of changes
1	3 November 2021	First OBP issue online for Brokers on the OKA platform.
2	10 November 2021	Links updated
3	3 April 2022	Increased the base LVR when 5% genuine savings must be verified from >85% to >90% Change to content in Verifying 10% equity requirement for investment loans. Clarification.  Old wording Any application for investment loans that have a Total LVR >90% (inclusive of LMI premium) will require a minimum equity of 10% to be held in already owned property.  New wording Any Mortgage Insured application for investment loans that have a Total LVR >90% (inclusive of LMI premium) will require a minimum equity of 10% to be held in already owned property.
4	22 May 2022	<ul> <li>Clarification on acceptable Sources of Genuine Savings to exclude accounts and assets outside of Australia.</li> <li>Added to "Unacceptable Genuine Savings".</li> <li>Bonus/Dividend/Commission received in a foreign currency</li> <li>Funds held in a foreign bank account</li> </ul>
5	21 August 2022	Updated references to the 'Minimum Document Standards Matrix'. The matrix has been superseded, with all matrix rules transferred into the main body of the 'Document Standards' chapter. Existing references have been updated to point to the 'Document Standards' chapter
6	2 October 2022	Change 1 Policy Standards and Procedure rewrite Change 2 Updated section 'Unacceptable source of customer contribution': • Deleted 'Funds from COVID-19 early release of superannuation'

Amendment number	Amendment issue date	Description of	<sup>f</sup> changes	
		unsecured p repayment a 'Loans from 'acceptable' financial inst	rom: 'Loans from other ersonal loan even if the re to be shown in the sources not specifically e.g. an unsecured persitution (even if the liable re to be shown in the second even if the liable re to be shown in the second even if the liable re to be shown in the second even if the liable re to be shown in the second even if the liable re to be shown in the second even if the liable re to be shown in the second even in the secon	e liability and loan application' <b>to</b> : y listed as conal loan from a bility and loan
7	20 November 2022	Change 1 New row addersources of gen	d to section 2.1.2 Acce uine savings	ptable 'Tier 1'
		Tier 1 sources and Conditions	Confirm	Verify by
		Deposit paid to Builder / Developer / Real estate agent	• Funds have been held by the Builder / Developer or Real Estate Agent for a minimum of 3 months	Deposit receipt issued by the Builder / Developer or Real Estate Agent, evidencing:     amount of deposit paid by one or more of the borrowers     Date of payment
			Prior to the deposit being paid to the Builder / Developer or Real Estate Agent the amount of the deposit paid (savings) was held in an account in the name/s of one	<ul> <li>Account statement; or</li> <li>Account transaction listing; or</li> <li>Internal system extract or enquiry or</li> <li>Investment certificate; or</li> <li>Share registry</li> </ul>

Amendment number	Amendment issue date	Description of changes	
		or more of the borrower.  Savings held Includes (but is not limited to):  Bank accounts, term deposits, debentures with a financial institution held in an Australian Bank Shares held in publicly listed companies held via an Australian Brokerage Firm or Australian Brokerage Firm or Australian online Trading Account  Note:  Borrowed funds for deposit payment are not permitted The savings history evidence is required to ensure Vendor rebates are not	statement

Amendment number	Amendment issue date	Description of changes
		Update to 2.1.5 Unacceptable sources of genuine savings. The below content has been deleted  • Deposits paid to Builders, Developers and Real Estate Agents***  Note:  * Proceeds from gifts / sale of personal assets will qualify if held for three months (see the Acceptable Tier 1 and Tier 2 table above).  ***Receipts for deposits may be considered by Credit if the following requirements are met: Funds have been held by the Builder, Developer or Real Estate Agent for a minimum of 3 months. Provide a copy of the issued receipt. Funds were not borrowed and the applicants can evidence the funds had been held in an account in their name prior to being paid to the Builders, Developers or Real Estate Agent.  Note: The savings history evidence is required to ensure Vendor rebates are not being used to demonstrate genuine savings.
8	19 February 2023	Change 1 Updated section 'Acceptable 'Tier 2' sources of genuine savings'. This is a clarification only change, as below sources were only available when LVR is < or =90%, and are redundant as Genuine Savings are only required when LVR is >90% ( due to April 2022 change):  • Deleted the below sources and their associated conditions and verification requirements:

Amendment number	Amendment issue date	Description of changes		
		Inheritance  • Max LVR ≤ 90% (including any capitalised LM premium)  • Must be deposited into a bank account:  o within the last 3 months o only held in the name of one or more borrower/s	Nature of payment      Payment amount (\$)     Payment has been credited to a bank account within the required period     Account holder complies with conditions	Executors letter      Account statement; or     Account transaction listing; or     Internal system extract or     enquiry
		Non real estate asset sale  • Max LVR ≤ 90% (including any	Nature of payment	Statutory declaration detailing the nature of the asset which has been sold
		Tier 2 Sources and Conditions	Confirm	Verify by

### Comment on this policy

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