



# AgBiz Drought Loan

## Document Checklist

### Application tips

- All personal information submitted within this form should match exactly with ASIC and your certified proof of identification documents
- If you have any questions please contact our team on 1800 875 675
- The Regional Investment Corporation (RIC) can't start assessing your application until we get all the information we ask for, including attachments from the AgBiz Drought Loan Document Checklist below and on page 2

AgBiz Drought Loan Document Checklist	Attached	Comments
<b>Financial statements for at least the past three (3) years</b> for all entities associated with this application. These should include accountant prepared: <ul style="list-style-type: none"> <li>• profit and loss statement</li> <li>• balance sheet</li> <li>• depreciation schedules.</li> </ul> <b>Note:</b> An application must be supported by the most recent finalised financial statements that are to be no more than 18 months old at the time of the RIC loan assessment.	Yes <input type="checkbox"/> N/A <input type="checkbox"/>	
<b>Taxation returns</b> – The three (3) most recent Taxation returns (business and personal) for all entities and individuals associated with this application. <b>Note:</b> Taxation assessment notices are not acceptable.	Yes <input type="checkbox"/>	MUST BE ATTACHED
If the organisation contains more than three (3) entities supply a diagram structure showing the interrelation of each entity.	Yes <input type="checkbox"/> N/A <input type="checkbox"/>	
Australian Taxation Office (ATO) <b>Integrated Client Account Statement</b> (previous 12 months) for all business entities and individuals associated with this application. These can be obtained from your accountant.	Yes <input type="checkbox"/>	MUST BE ATTACHED
Year-to-date income and expenditure including the last complete month for this financial year and a monthly cash flow budget for the remaining months of this financial year.	Yes <input type="checkbox"/>	MUST BE ATTACHED
<b>Monthly cash flow projections</b> (i.e. budget) including: <ul style="list-style-type: none"> <li>• figures for the next financial year, and</li> <li>• future forecasts of cash flow for 3+ years including year in year out budget</li> </ul> <b>Note:</b> A template is available on the website <a href="http://www.ric.gov.au/agbiz-drought">www.ric.gov.au/agbiz-drought</a>	Yes <input type="checkbox"/>	MUST BE ATTACHED
Aged creditor list	Yes <input type="checkbox"/> N/A <input type="checkbox"/>	
Aged debtor list	Yes <input type="checkbox"/> N/A <input type="checkbox"/>	
<i>If Trusts are involved in the business structure</i> – A full (executed, signed and certified) <b>Trust Deed</b> and any amending supplementary deed (executed and dated) for ALL trusts involved in the business structure.	Yes <input type="checkbox"/> N/A <input type="checkbox"/>	
<b>Rates notices</b> for all properties owned	Yes <input type="checkbox"/>	MUST BE ATTACHED
<b>Water licences</b> current copies	Yes <input type="checkbox"/> N/A <input type="checkbox"/>	
<i>For loans being refinanced</i> – Past 12 months <b>bank statements</b> for all loans being refinanced	Yes <input type="checkbox"/> N/A <input type="checkbox"/>	
<i>For all other loans and other commercial debts (i.e. those not being refinanced)</i> – The borrower's and guarantor's <b>loan account statements</b> for the past 12 months	Yes <input type="checkbox"/> N/A <input type="checkbox"/>	
The borrower's and guarantor's <b>transactional account statements</b> for the past 12 months. This includes overdrafts, trading accounts and 'day-to-day' accounts.	Yes <input type="checkbox"/>	MUST BE ATTACHED

<b>AgBiz Drought Loan Document Checklist</b>	Attached	Comments
Evidence of <b>Australian citizenship or permanent residency</b> for one or more members of the farm business.	Yes <input type="checkbox"/>	MUST BE ATTACHED
<b>Certified copies of Proof of Identity documents</b> for all individuals associated with this application (see page 17 of the application form for details).	Yes <input type="checkbox"/>	MUST BE ATTACHED
<b>Certified copies of Verification of Identity documents</b> for all individuals associated with this application (NSW, QLD, SA, VIC and WA only, see page 18 of the application form for details).	Yes <input type="checkbox"/>	MUST BE ATTACHED