

**IMPORTANT**

A separate Record of Interview must be completed for each borrower and any guarantor.

**Borrower/Guarantor Details**

Loan account number		Date interview conducted	
<input type="radio"/> Borrower <input type="radio"/> Guarantor	Name:		
Borrower residential address			

**Verification**

Employment details / Employer					
Borrowers duration of employment	(yrs)	Current base income	\$		
Basis of employment	<input type="radio"/> Permanent	<input type="radio"/> Casual	<input type="radio"/> Contract	<input type="radio"/> Full-time	<input type="radio"/> Part-time
Purchase price/valuation	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A	Comments	
Loan amount (Net & Gross amounts)	<input type="radio"/> Yes	<input type="radio"/> No	Comments		
Loan purpose	<input type="radio"/> Yes	<input type="radio"/> No	Comments		
Loan term	<input type="radio"/> Yes	<input type="radio"/> No	Comments		
Interest rate/capitalised interest	<input type="radio"/> Yes	<input type="radio"/> No	Comments		
Security address	<input type="radio"/> Yes	<input type="radio"/> No	Comments		
Exit Strategy	<input type="radio"/> Yes	<input type="radio"/> No	Comments		
Special conditions explained	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A		
Broker Introduce Loan	<input type="radio"/> Yes	<input type="radio"/> No			
Name of Broker company					
Broker arranged loan with Funding for the Borrower and they are happy to proceed	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A		
This interview was conducted	<input type="radio"/> By phone	<input type="radio"/> In person			
Comments					

**Completed by**

Print Name

Signature

Date

