

Website Compliance Checklist

This checklist provides guidance to ensure your website is compliant with the NCCP Act, ASIC RG234 and Licensee requirements.

Individual / Entity Name: (Fillable PDF)

Website Link: (Fillable PDF)

Requirements	
<p>Recommended disclosure details of business / company authority to engage in credit activities (<i>choose one of the below based on your authorisation</i>)</p> <p>If you are a credit representative of MLB:</p> <ul style="list-style-type: none"> • <i>[Legal Name] ABN / ACN [insert ABN/ACN number] is authorised under Mortgage Specialists Pty Ltd ACN 612 422 178 Australian Credit Licence 387025.</i> <p>If you are an ACL holder:</p> <ul style="list-style-type: none"> • <i>[Legal Name] ABN / ACN [insert ABN/ACN number] Australian Credit Licence [insert number].</i> 	<input type="checkbox"/>
<p>Recommended disclosure details of your individual authority to engage in credit activities when you display individual profile and / or bio – e.g. Individual brokers displayed on meet the team page:</p> <ul style="list-style-type: none"> • <i>[Credit Representatives Name] is a Credit Representative ([insert Credit Rep number]) of Mortgage Specialists Pty Ltd ACN 612 422 178 Australian Credit Licence 387025.</i> <p>OR</p> <ul style="list-style-type: none"> • <i>[Credit Representative Name] is a Credit Representative ([insert Credit Rep number]) of [Legal Name of ACL holder] ABN / ACN [insert ABN/ACN number] Australian Credit Licence [insert licensee number].</i> 	<input type="checkbox"/>
<p>Disclaimer Statement (General Disclaimer):</p> <p>'The information provided on this site is on the understanding that it is for illustrative and discussion purposes only. Whilst all care and attention are taken in its preparation, any party seeking to rely on its content or otherwise should make their own enquiries and research to ensure its relevance to your specific personal and business requirements and circumstances. Terms, conditions, fees and charges may apply. Normal lending criteria apply. Rates are subject to change. Approved applicants only.'</p>	<input type="checkbox"/>

Privacy Policy must be included	<input type="checkbox"/>
Website Terms and Conditions	<input type="checkbox"/>
Feedback and complaints handling process must be included	<input type="checkbox"/>
Website contents must not be misleading	<input type="checkbox"/>
Permission must be granted when using any images, photos, quotes, testimonials	<input type="checkbox"/>
<p>Must not contain restrictive or prohibited words such as:</p> <ul style="list-style-type: none"> - Best (best can be used in the context of Best Interest Duty) - Cheapest - Independent - Unbiased - Impartial - Independent - Guaranteed - Free - Financial Counselling - Financial Counsellor 	<input type="checkbox"/>
<p>If the website / advertisement contains a repayment amount, the advertisement must also contain an annual percentage rate and comparison rate.</p> <ul style="list-style-type: none"> - Interest rate must be stated as a 'per annum' rate - p.a. 	<input type="checkbox"/>
<p>If an interest rate is stated, a comparison rate must be stated.</p> <ul style="list-style-type: none"> - You must write 'Comparison Rate' in full and not abbreviate to CR or C.R. - You must also include comparison rate warning which may be similar to: 'The comparison rate is based on a loan amount of \$150000 over a term of 25 years. <p>WARNING: This comparison rate is true only for the example given and may not include all fees and charges. Different terms, fees or other loan amounts might result in a different comparison rate. For variable interest only loans, comparison rates are based on initial 5-year interest only period. For fixed interest only loans, comparison rates are based on an initial interest only period equal in length to the fixed period. During an interest only period, your interest only payments will not reduce your loan balance. This may mean you pay more interest over the life of the loan.'</p>	<input type="checkbox"/>

Where calculators are available:

- It needs to specify the assumptions and disclaimers. You will need to reach out to the calculator developer / provider for the assumption and disclaimer wordings.
- Possible wording for disclaimer:
'The results from this calculator should be used as an indication only. Results do not represent either quotes or pre-qualifications for a loan. The specific details of your loan will be provided to you in your loan contract. It is advised that you get in touch with us before taking out a loan so that we can provide you with advice that is tailored to your situation.'