

# Mortgage Broker Accreditation Application



This is an application by you (**'the Broker'**) to be accredited by People First Bank (**'People First Bank'**, **'we'** or **'us'**) to submit loan applications to us in accordance with arrangements agreed between us and the Aggregator (which provides mortgage aggregation services used by you). We will notify you if you are accredited, and may impose conditions on your accreditation.

## A checklist of documents that must be provided by you

This application form, executed by you, the Aggregator, and (if applicable) the ACL Holder you represent.

**Current driver's licence or passport**

**Proof of membership of MFAA or FBAA**

**Proof of insurance (see below)**

Please ensure you have the check listed documents above and when you have completed the form send to [accreditations@peopleschoicecu.com.au](mailto:accreditations@peopleschoicecu.com.au)

## Your Role

**You are** (select one):

the holder of an Australian credit license ('ACL')

an employee or director of an ACL Holder or related body corporate of an ACL Holder

a credit representative of an ACL Holder

## Aggregator Details

## Your Details

|                                                            |                                 |           |
|------------------------------------------------------------|---------------------------------|-----------|
| First name                                                 | Middle name                     | Last name |
| Preferred name                                             | Email address                   |           |
| Date of birth                                              | State                           | Mobile Ph |
| Credit Representative number<br>(If you don't hold an ACL) | ACL number<br>(If you hold one) |           |

## Business Details

Business Name

ABN

Address

Telephone

## ACL Holder

If you are not an ACL Holder, details of the ACL Holder you represent (referred to in this form as the 'ACL Holder').  
By executing this form, the ACL Holder confirms that the information provided and agrees to the terms set out in it.

ACL Holder name

ACL Holder position

ACL number

Signature of representative of ACL Holder

## Your Declarations

|     |    |                                                                                                                                                                                                                                 |
|-----|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Yes | No | Have you ever been declared bankrupt or been subject to control under the Bankruptcy Act 1966?<br><br>If <b>YES</b> , when was it discharged?                                                                                   |
| Yes | No | Have you ever been found guilty of any offence or crime involving fraud, dishonesty or money laundering?                                                                                                                        |
| Yes | No | Have you ever had any application for the grant or renewal of any financial services licence or registration refused or declined?                                                                                               |
| Yes | No | Have you ever had a lender, originator or industry association decline an application or withdraw your/their accreditation of membership?                                                                                       |
| Yes | No | Have you ever had a licence, registration or permission to carry on an occupation, profession or business suspended or cancelled, or otherwise have been disqualified from carrying on that occupation, profession or business? |

## Privacy Statement

For the purpose of considering and managing your application for accreditation, we may collect personal information about you. We may collect this information from someone other than you.

You may seek access at any time to personal information held by us about you and ask us to correct it if you believe it is incorrect or out of date.

We may use your personal information to:

- Assess whether to accredit you,
- Administer and manage our relationship with you,
- Facilitate our internal business operations, including fulfilment of any legal requirements and confidential systems maintenance and testing, and
- Inform you in your business capacity of products and services provided by us which we consider may be of value or interest to your clients unless you tell us not to.

If all or some of the personal information is not collected by us, we may not be able to grant you accreditation. We usually disclose personal information of the kind collected from you to aggregators and service providers.

Our privacy policy, available at [www.peoplefirstbank.com.au/privacy](http://www.peoplefirstbank.com.au/privacy), contains information about how an individual may access the personal information about the individual that is held by us and seek the correction of such information. The privacy policy also contains information about how an individual may complain about a breach of the Australian Privacy Principles and how we will deal with a complaint.

However, you and the ACL Holder will not be liable under the indemnity to the extent that any Loss is caused by our fraud, negligence or wilful misconduct or by the fraud, negligence or wilful misconduct of our directors, employees, officers, contractors or agents, and we must take reasonable steps to mitigate the consequences of any event in relation to which we seek to be indemnified.

**Applicable law:** These terms are governed by the laws of South Australia.

**Termination:** We may terminate your accreditation at any time, if you breach these terms, there are security reasons for doing so or we have reasonable ground to believe that there is legal or reputational risk to us or a material risk of loss to you or us, by giving you notice.

## Broker Confirmation and Execution

By signing and submitting this form, you apply for accreditation, agree to the terms set out in it, and confirm that you have completed an accreditation workshop conducted by People First Bank covering:

Lending Policy  
Lending Procedures  
Product Information  
Documentation and Privacy Requirements  
KYC and VOI Requirements

Signature of Broker

Date

|  |  |  |
|--|--|--|
|  |  |  |
|--|--|--|

## Terms of Accreditation

If you are accredited by us, the following terms will apply:

**Compliance with requirements of the Aggregator, laws, any Operations Manual and directions:** In relation to the submission of loan applications to us, you must comply with all requirements communicated to you by the Aggregator, all applicable laws, any Operations Manual we provide to you and all reasonable directions we give you from time to time.

**Customer identification:** If we wish to appoint you as our agent to undertake customer identification and verification for AML/CTF purposes and/or our identity agent for undertaking verification of identity for mortgage purposes, we will do so by written notice. If we do, when acting as agent you will comply with all applicable laws, any Operations Manual we provide to you and all reasonable directions we give you from time to time. We may terminate such appointment at any time, by giving you notice.

**Memberships:** You must maintain membership of a recognised industry association for mortgage and/or finance brokers and of the Australian Financial Complaints Authority.

**Insurance:** You must hold or be covered by professional indemnity insurance with a reputable insurer to a level of at least \$2 million per claim and \$4 million in aggregate (over any 12 month period) or any higher amount required by law. If we appoint you our identity agent to carry out verifications of identity of mortgagors, you must also hold or be covered by such insurance cover as is required by any applicable Participation Rules or law. You must provide evidence of such insurance to us on request.

**Indemnity:** Subject to the next paragraph, you and the ACL Holder (if applicable) each agree to indemnify us, and keep us indemnified, from and against all damages, losses, outgoings, costs, fees (including legal fees on a solicitor and own client basis), charges or expenses ('Loss') suffered or incurred by us in respect of:

- any breach of these terms by you or the ACL Holder;
- any error, omission or misrepresentation whether innocent or fraudulent by you or the ACL Holder;
- any negligence, fraud or wilful misconduct by you or the ACL Holder; or
- any incomplete or inaccurate information or data given to us in respect of a loan application submitted by you, where you or the ACL Holder collected that information or data and was actually aware, or ought to have been aware, that the information or data was incomplete or inaccurate, or was recklessly indifferent as to whether or not the information or data was complete and accurate.

## Aggregator Confirmation and Execution

By signing this attestation, the aggregator confirms that:

The information in this application has been verified and is correct

The aggregator holds the relevant police checks for the broker and any directors of the ACL Holder, which are satisfactory and contain no adverse findings and supports the information to accredit the broker

The identification of the mortgage broker and any directors of the ACL Holder have been satisfactorily completed

The broker has completed the aggregator's internal accreditation process, including being adequately trained to engage in credit activities and completing appropriate AML/CTF and privacy training

Signature of Authorised Representative of the Aggregator

Name of Authorised Representative of the Aggregator

Date

|  |  |  |
|--|--|--|
|  |  |  |
|--|--|--|