

HOME RENOVATION LOAN

INSTRUCTION SHEET.

To apply for a Home Renovation loan to pay for the replacement of your Instantaneous Gas Water Heater you will need to complete the attached Application Form and return it in the reply paid envelope.

When we receive your application we will ring you to discuss repayment options, loan terms and the current interest rate.

Repayment amounts can be negotiated to suit your needs and must be made by Direct Debit from your nominated bank/Credit Union account.

What Do I Need To Do?

You will need to obtain a quote from a qualified contractor for the supply and installation of a new water heater. Please advise contractor that payment will be made within 7 days of completion of works.

You then need to send in the following documents with your completed application form:

- **An income statement from Centrelink or your employer.**
- **Copy of your Annual Council Rate Notice.**
- **Copy of your pension or concession card or drivers licence and Medicare Card.**
- **Written quote from the tradesperson who will be replacing the water heater. (The Australian Business Number (ABN) must be noted on the quote).**

What happens next?

If all details are provided and you are eligible for a Home Renovation Loan, you will be sent a Letter of Offer which provides details of the proposed loan. If you are happy with the terms of the loan you need to sign the acceptance form and return the documents to us by mail.

When we receive your acceptance of the loan you will be contacted by phone and advised that the works can commence.

When works are completed, your contractor will supply you with a signed invoice for the works completed. If you are happy with the works you will authorise us to pay the contractor and we will send you a cheque made out to the contractor for payment.

After payment is made we will advise you in writing when your first repayment is due.