

Lodging an SMSF Application

Broker Training Guide



9th October 2023

Reach out to your BDM for any further assistance: <https://www.mamoney.com.au/who-is-ma-money/meet-the-team>

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SMSF lending in Loanapp – Eligible Borrowing Structure

- SMSF Members**
Guarantors



All Individual trustees and members of the SMSF must be Guarantors
- SMSF**
The Borrower



The SMSF is the only Borrower
- Security Trust**
Guarantor



Must have a Corporate Trustee
The Property Title is held by the Bare Trust/Security Trust

Example

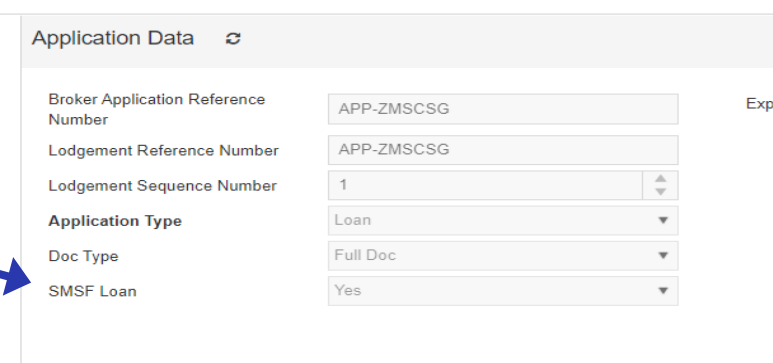
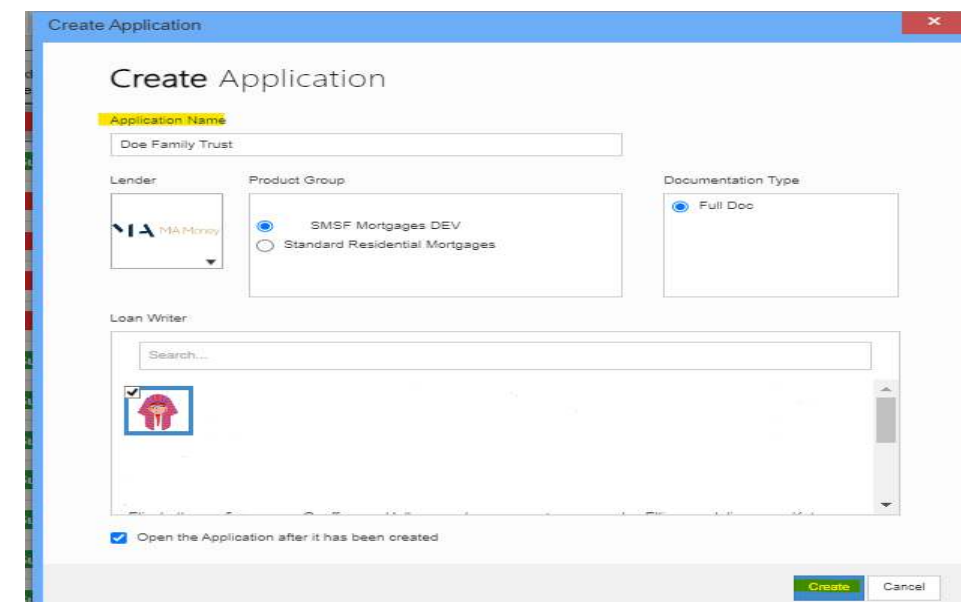
Borrowing Structure Scenario	Borrower	Guarantors	Security Ownership
Corporate SMSF Trustee	ABC Pty Ltd	<ul style="list-style-type: none"> • All Members of the SMSF • XYZ Pty Ltd ATF Property Trust 	XYZ Pty Ltd
	ATF ABC SMSF		ATF Property Trust
Individuals as SMSF Trustee	John & Jane Smith	<ul style="list-style-type: none"> • All Trustees • XYZ Pty Ltd ATF Property Trust 	XYZ Pty Ltd
	ATF J & J SMSF		ATF Property Trust

Launching a SMSF Application in Loanapp

Direct Entry through: <https://app.loanapp.com.au/mamoney>

Click on: Create New

- a. Enter the Application Name
- b. Select SMSF Mortgages
- c. Click on Create



SMSF Loan flag will appear

QUICK TIPS

Applications launched from Aggregator software skip this step

Loanapp orange and red bell validations

QUICK TIPS

Enter the required information whenever you see the validation bells

The screenshot shows the 'Application Data' section of the Loanapp interface. The top navigation bar includes 'FILE', 'PRECURSOR', 'CURRENT SITUATION', 'NEW REQUIREMENTS', 'SUMMARY', and 'COMPLIANCE'. The main content area displays the following fields:

Broker Application Reference Number	APP-ZMSCSG	Expected Settlement Date	dd/mm/yyyy
Lodgement Reference Number	APP-ZMSCSG		
Lodgement Sequence Number	1		
Application Type	Loan		
Doc Type	Full Doc		
SMSF Loan	Yes		

A red bell validation message is displayed: "Expected Settlement Date is required".

Must be completed before submitting the application

The screenshot shows the 'Proof Of Identity List' section. It contains one entry:

	Photographic - Australian Drivers Licence John Doe	Date Of Issue	
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An orange bell validation message is displayed: "Please provide another document (in addition to the one provided): - Australian Passport - International Passport - Australian Driver's licence - Medicare Card".

Recommended to be completed before submitting the application.

Adding a SMSF and a Security Trust as parties to the application

Each Application must have:

- One SMSF (Borrower)
- One Security Trust (Guarantor)

The screenshot displays the MA Money application interface. At the top, a dark blue navigation bar contains the following tabs: FILE, PRECURSOR, CURRENT SITUATION (highlighted with a red bell icon), NEW REQUIREMENTS, SUMMARY, and COMPLIANCE. Below this bar, a horizontal menu of icons represents different sections: Trust Applicants (umbrella icon), Person Applicants (group of people icon), Existing Properties (house icon), Other Assets (dollar sign icon), Mortgage Liabilities (bank icon), Other Liabilities (calendar icon), and Other Income (dollar sign in a box icon). These icons are grouped into three categories: 'Borrowers and Guarantors' (Trust and Person Applicants), 'Assets and Liabilities' (Existing Properties, Other Assets, Mortgage Liabilities, and Other Liabilities), and 'Other Sources of Income' (Other Income). A sidebar on the left shows 'Trust Applicants' selected. The main content area is titled 'Trust Applicants' and features a button 'Add Trust Applicant' with a dropdown menu. The dropdown menu is open, showing two options: 'SMSF Add SMSF' and 'Security Trust Add Security Trust'. To the right, a panel titled 'Trust Applicants List' displays the message 'No Trust Applicants added in the ap' and a circular arrow icon.

Adding SMSF (Borrower) particulars

Enter the particulars of the SMSF

Enter the number of Trustees

Enter the particulars of the Trustee(s) (either Corporate Trustee or Individual Trustee(s))

Enter the Beneficiaries (i.e. Members of the SMSF)

QUICK TIPS

Corporate Trustee is added as Related Companies

Adding Security Trust (Bare) particulars

Enter the particulars of the Security Trust

Enter the number of Trustees

Enter the particulars of the Trustee(s) (either Corporate Trustee or Individual Trustee(s))

Enter the Beneficiaries (i.e., Members of the SMSF)

QUICK TIPS

The Security Trust must have a Corporate Trustee
Corporate Trustee is added as Related Companies

Adding Individual Guarantors (Members of the SMSF)



Enter the particulars of the Individual Guarantors

Person Applicants

- Mr John Smith (Guarantor)
 - Contact Details
 - Other Details
 - Employment
 - PAYG - Primary
 - Proof Of Identity
 - Photographic - Australian Drivers Lic
- Ms Jane Smith (Guarantor)
 - Contact Details
 - Other Details
 - Employment
 - PAYG - Primary
 - Proof Of Identity
 - Photographic - Australian Drivers Lic

Add Person Applicant

Guarantor

Add guarantor applicant

Employment

- Add Employment
- PAYG
 - Employees who do not own the business
- Self Employed
 - Self employed individual
- Not Employed
 - No employment recorded

Income Amount and Frequency

Gross Salary (AUD) \$350,000.00 Yearly

Status: Primary

Basis: Full Time

Start Date: 1/01/2019

Occupation: Solicitor

Occupation Code: 2521-13

Employer: Doe & Doe Partners

Industry: Legal Services

Industry Code: 6931

On Probation: No

QUICK TIPS

Add Current Employment Details of Individual Guarantors

Living Expenses, Other income, Assets and Liabilities are not required for Individual Guarantors

Inputting the Statement of Position for the SMSF



Enter the particulars of the SMSF

FILE PRECURSOR CURRENT SITUATION NEW REQUIREMENTS SUMMARY COMPLIAN

Trust Applicants Person Applicants Existing Properties Other Assets Mortgage Liabilities Other Liabilities Other Income

Borrowers and Guarantors Assets and Liabilities Other Sources of Income

Existing Property

MA Drive, Sydney NSW

Primary Usage	Residential	To Be Sold	No
Residential Type	Fully Detached House	Estimate Methodology	Current Market Value
Primary Purpose	Investment	Estimate Basis	Applicant Estimate
Status	Established	Estimated Value	\$100,000.00
To Be Used As Security	No	Rental Income (1)	
Address	100 MA Drive, Sydney NSW 2000	Rental Amount (AUD)	\$5,000.00
		Frequency	Fortnightly
		Evidence Of Tenancy	No

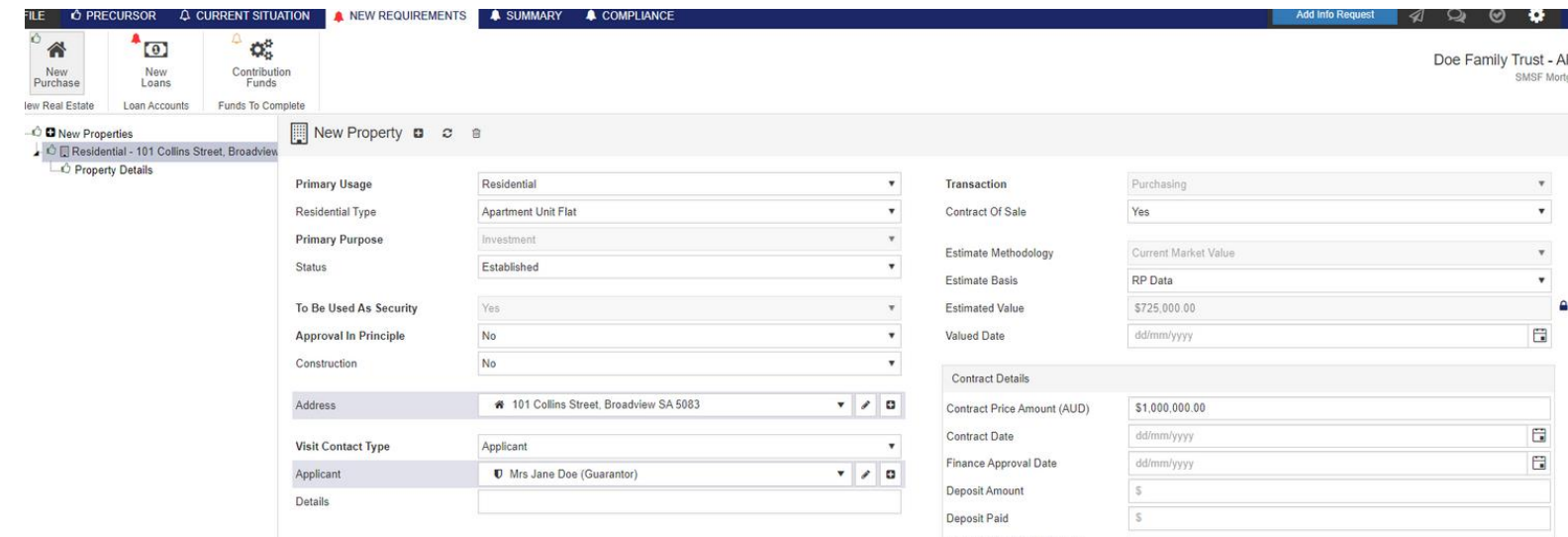
QUICK TIPS

All Assets, Liabilities, rental income and other income and other income are only required for the **SMSF**, the Statement Of Position information is **not** required for the Guarantors

Adding the Security being offered

Purchase Security

Enter the Details in New Requirements> New Purchase

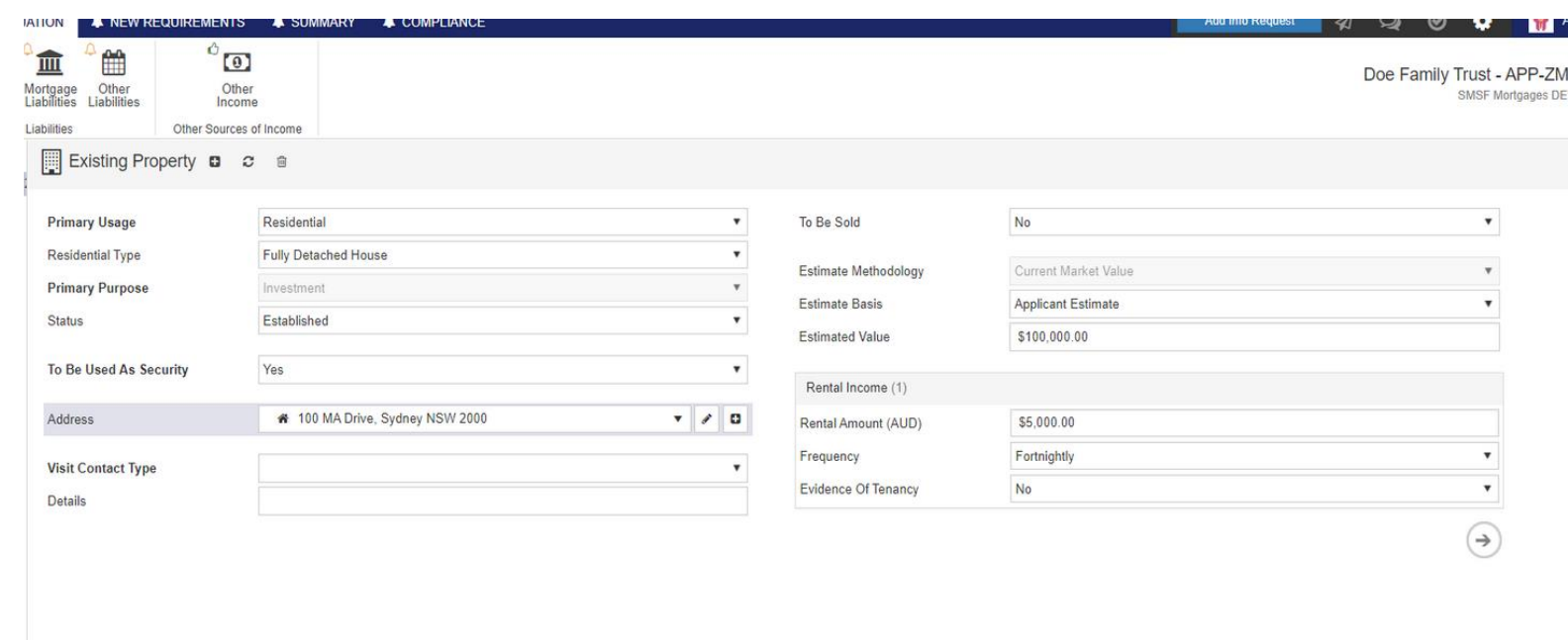


The screenshot shows the 'New Purchase' form with the following details:

Primary Usage	Residential	Transaction	Purchasing
Residential Type	Apartment Unit Flat	Contract Of Sale	Yes
Primary Purpose	Investment	Estimate Methodology	Current Market Value
Status	Established	Estimate Basis	RP Data
To Be Used As Security	Yes	Estimated Value	\$725,000.00
Approval In Principle	No	Valued Date	dd/mm/yyyy
Construction	No	Contract Details	
Address	101 Collins Street, Broadview SA 5083	Contract Price Amount (AUD)	\$1,000,000.00
Visit Contact Type	Applicant	Contract Date	dd/mm/yyyy
Applicant	Mrs Jane Doe (Guarantor)	Finance Approval Date	dd/mm/yyyy
Details		Deposit Amount	\$
		Deposit Paid	\$

Refinance security

- Enter the Details in Current Details> Existing Properties
- Answer Yes to the Field “To be used as Security”



The screenshot shows the 'Existing Property' form with the following details:

Primary Usage	Residential	To Be Sold	No
Residential Type	Fully Detached House	Estimate Methodology	Current Market Value
Primary Purpose	Investment	Estimate Basis	Applicant Estimate
Status	Established	Estimated Value	\$100,000.00
To Be Used As Security	Yes	Rental Income (1)	
Address	100 MA Drive, Sydney NSW 2000	Rental Amount (AUD)	\$5,000.00
Visit Contact Type		Frequency	Fortnightly
Details		Evidence Of Tenancy	No

Adding New Loan Details



1. Click on “Add Loan Account” under “New Requirement > New Loans”
2. Select the Product Type and click on “Add Loan Account”
3. Add the correct ABS Lending Purpose Code
4. Add the Security
5. Add the Loan Amount and Loan term

QUICK TIPS

To Add a Loan Split, add another Loan and complete the same steps. All Loan Splits must have the same term, purpose and security

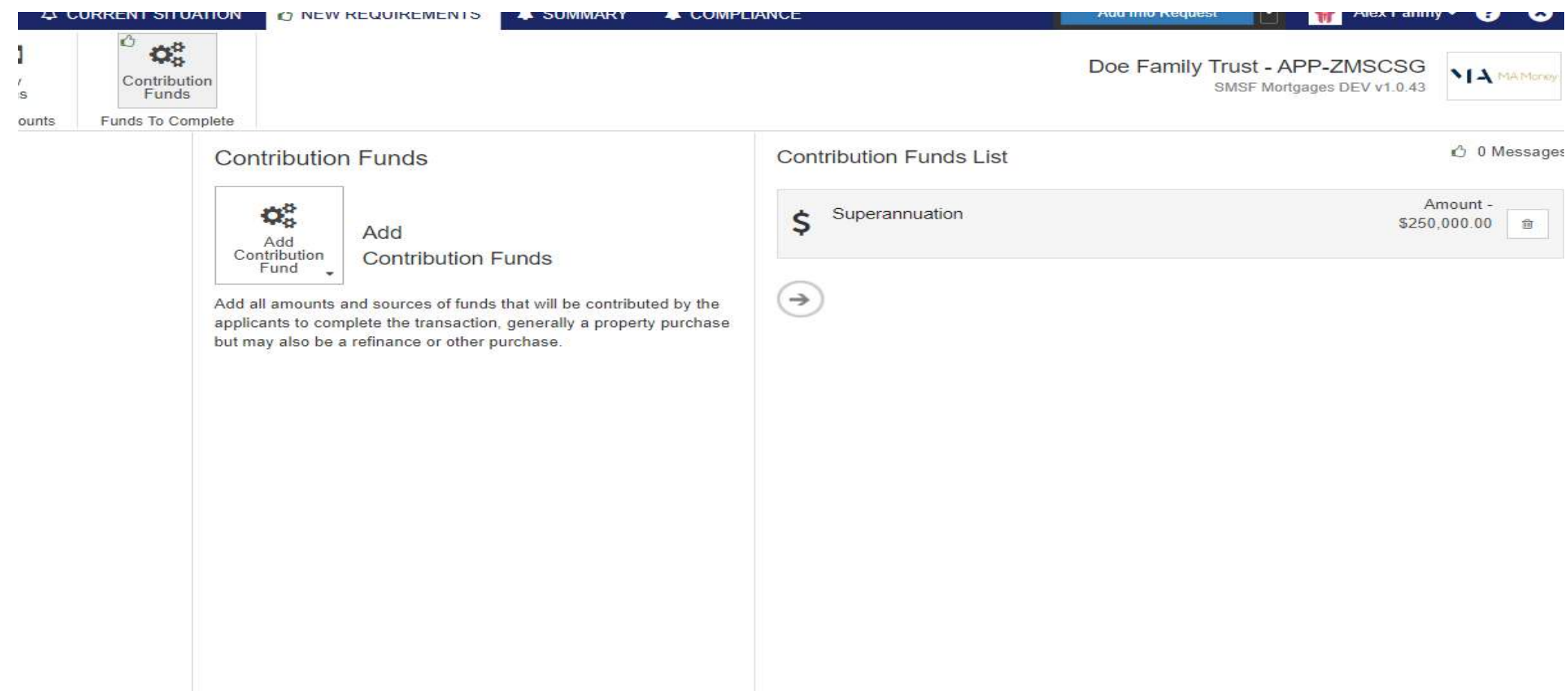
Redraw, Offset and Risk Fee Reducer are not currently offered with SMSF Loans

The screenshot shows the MA Money interface with the following steps:

- Loan Accounts:** A button labeled "Add Loan Account" is visible under the "Loan Accounts" section.
- Create Loan Accounts:** A dialog box titled "Create Loan Accounts" is shown, with "SMSF Variable P&I" selected under the "SMSF Variable" category.
- ABS Lending Purpose Codes:** A search results page for "ABS Lending Purpose Codes" is displayed, showing options like "Purchase of Existing Real Estate" and "Refinancing / Debt Consolidation".
- Loan Details:** A form titled "Loan Details" is shown with the following fields:
 - Primary Loan Purpose: Investment Residential
 - Lending Purpose (1): Refinance existing home loans - Loans held with other financial institutions
 - ABS Lending Purpose: Refinance existing home loans - Loans held with other financial institutions
 - Refinancing Reason: More Competitive Pricing
 - Purpose Amount: \$800,000.00
 - Description: Residential - 100 MA Drive, Sydney NSW 2000
 - Security (1): Residential - 100 MA Drive, Sydney NSW 2000
 - Optional Features: Redraw, Risk Fee Reducer (RFR), Broker Mandate, Offset (all unchecked)
 - Discount Margin: + Add
- Loan Details (Bottom):** A summary form with the following fields:
 - Loan Type: Mortgage Loan
 - Product Name: SMSF Variable P&I
 - Amount Requested: \$800,000.00
 - Loan Term: Total Term 30 Years
 - Interest Type: Variable
 - Payment Type: Principal and Interest

Adding Contribution Funds, if applicable

Add Contribution Funds details under New Requirements > Contribution Funds



The screenshot displays the MA Money software interface. At the top, a navigation bar includes tabs for 'CURRENT SITUATION', 'NEW REQUIREMENTS', 'SUMMARY', and 'COMPLIANCE'. The 'NEW REQUIREMENTS' tab is active. Below the navigation bar, the user's name 'Alex Family' and a 'Logout' button are visible. The main content area is titled 'Doe Family Trust - APP-ZMSCSG' and 'SMSF Mortgages DEV v1.0.43'. On the left, a sidebar shows 'Contribution Funds' and 'Funds To Complete'. The main area is divided into two sections: 'Contribution Funds' and 'Contribution Funds List'. The 'Contribution Funds' section contains an 'Add Contribution Fund' button and a description: 'Add all amounts and sources of funds that will be contributed by the applicants to complete the transaction, generally a property purchase but may also be a refinance or other purchase.' The 'Contribution Funds List' section shows a table with one entry: 'Superannuation' with an amount of '\$250,000.00'. A '0 Messages' notification is also present.

Contribution Fund	Amount
Superannuation	\$250,000.00

Opting for Electronic Signature on Consent Documents & Summary Notes

The screenshot shows the 'Summary' tab of the application form. The navigation bar includes 'FILE', 'PRECURSOR', 'CURRENT SITUATION', 'NEW REQUIREMENTS', 'SUMMARY', and 'COMPLIANCE'. The left sidebar has 'Summary Data' and 'Application Comment'. The main content area is titled 'Summary' and contains two fields: 'Application LVR' with a numeric input field and 'All Parties Agree To Electronic Signature' with a dropdown menu set to 'Yes'. A right-pointing arrow button is located below the dropdown.

Answer 'Yes' to 'All Parties Agree To Electronic Signature' to allow e-signatures of the Application form. Otherwise select 'No' for wet/ink signature

The screenshot shows the 'Application Comment' tab of the application form. The navigation bar includes 'FILE', 'PRECURSOR', 'CURRENT SITUATION', 'NEW REQUIREMENTS', 'SUMMARY', and 'COMPLIANCE'. The left sidebar has 'Summary Data' and 'Application Comment'. The main content area is titled 'Application Comment' and contains a large text area with the following text: 'Investment Strategy: The investment strategy outlined by John and Jane Doe for their SMSF aligns with their long-term financial goals and risk tolerance. Their diversified portfolio reflects a well-thought-out approach to wealth accumulation and retirement planning. Loan Purpose: The purpose of the SMSF Loan, as detailed in the application, is to acquire a strategic investment property within the SMSF. This investment aligns with their overall strategy and is projected to provide a positive cash flow, contributing to the long-term growth of their superannuation fund. Loan Repayment Capacity: John and Jane Doe have demonstrated a clear and viable strategy for repaying the SMSF Loan, including provisions for loan servicing through rental income, existing fund contributions, and prudent asset management. Compliance: They have shown a strong commitment to compliance with all relevant SMSF regulations, tax obligations, and reporting requirements. This ensures that their SMSF remains in good standing and eligible for the loan. Considering these factors and my in-depth assessment of John and Jane Doe's SMSF, I am confident in their ability to effectively manage the SMSF Loan responsibly. Therefore, I recommend approving their application for the SMSF Loan, subject to the standard due diligence and credit assessment processes.'

Write the Broker Approval notes in the Application comment

Compliance Attestations

Complete all the questions within the Compliance section

FILE PRECURSOR CURRENT SITUATION NEW REQUIREMENTS SUMMARY COMPLIANCE

Broker Interview Broker Declarations

Compliance Requirements

Broker Declarations

Broker Declarations

I am satisfied the Product Meets Applicant Requirements

Details of Any Conflict of Interest have been provided to the lender

I have no concerns about the Applicant(s) Identity

I have provided a Credit Guide to the Applicant(s)

I am satisfied the Applicant(s) can meet loan repayments

I am satisfied the correct data has been captured on this application

FILE PRECURSOR CURRENT SITUATION NEW REQUIREMENTS SUMMARY COMPLIANCE Add Info Request Alex Fahmy

Doe Family Trust - APP-ZMSCSG SMSF Mortgages DEV v1.0.43

Requirements and Objectives

Date of Interview

Location

All Applicants Present

All Applicants Understand English

All Applicants Benefit

Primary Application Purpose

The Loan Purpose Amount must match the Lending Purpose Amount on the New Loans Tab

Purpose Of Application (1)

Purpose

Amount

Loan Amount Sought

Length

Where Refinance or Debt Consolidation have been selected, ensure the applicant(s) understands that if this increases the term of the loan, this may cause the applicant(s) to pay more interest and mean the applicant(s)'s equity in the property builds up at a slower rate.

The applicant(s) appeared to understand and wants to proceed

I have discussed with the applicant(s) that they may end up paying more interest, particularly if the applicant(s) incurs further credit card, personal loan or car loan debt after consolidating existing debts.

The applicant(s) appeared to understand and wants to proceed

Refinancing Reason

Reduced Repayments

Lower Interest Rate

Increase Total Loan Amount

Greater flexibility / extra or specific loan features under new loan

Wants to reduce number of lenders/consolidate debts

Dissatisfied with other financial institution

Please give details

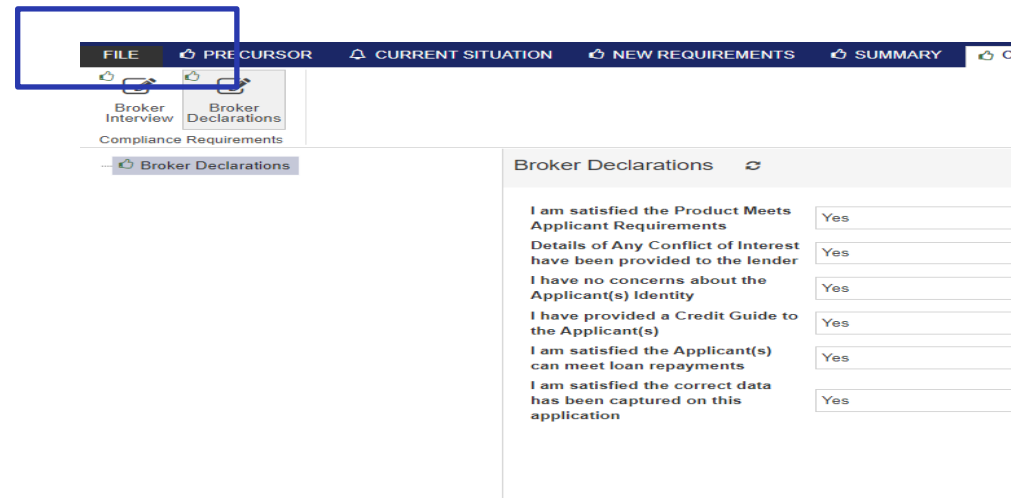
Close To End Of Current Loan Term

Other

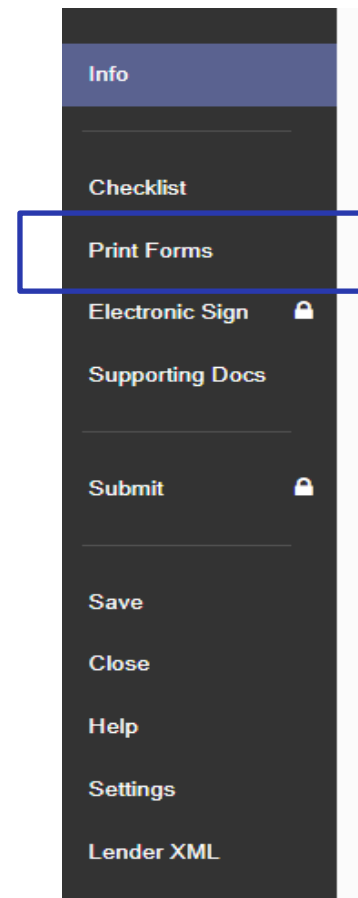
Please give details

Generating Print Forms

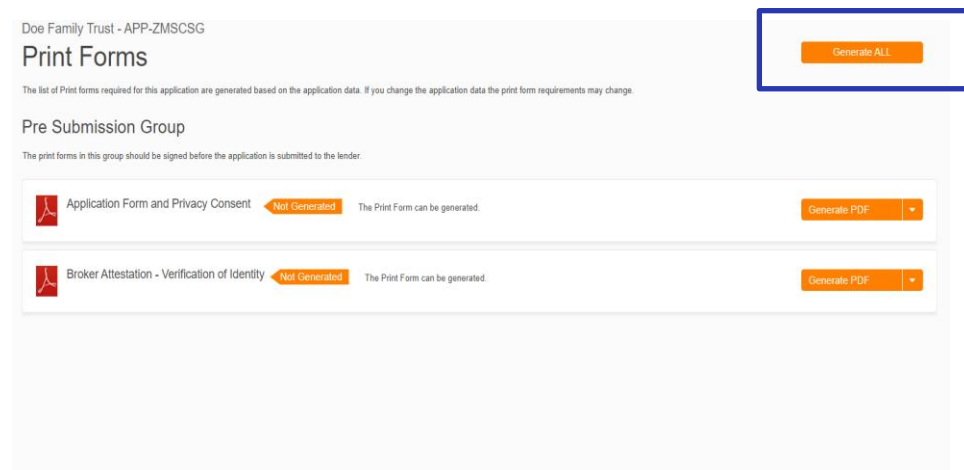
1. Select 'File'



2. Click on Print Forms to generate the application form



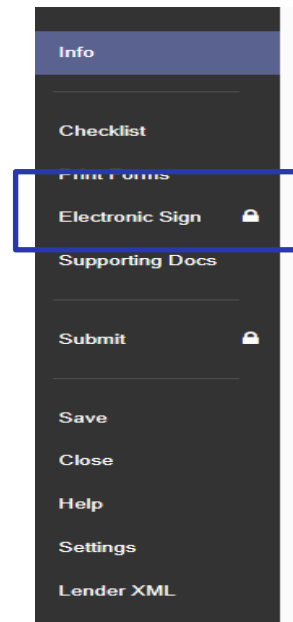
3. Click on 'Generate All'



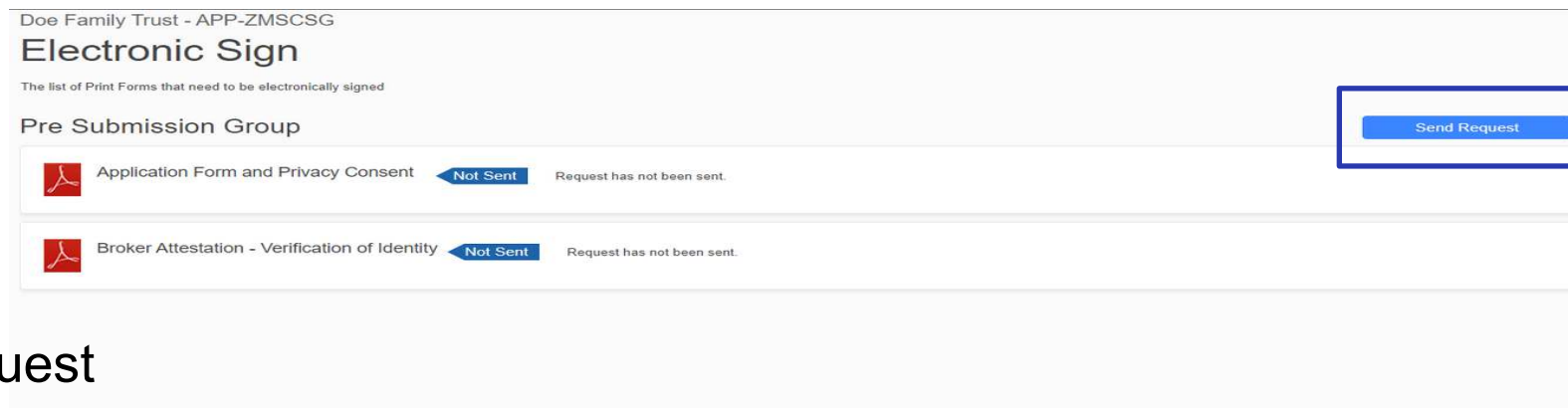
Once all the documents are generated, the Electronic Sign section will become unlocked

Electronic Signature, if applicable

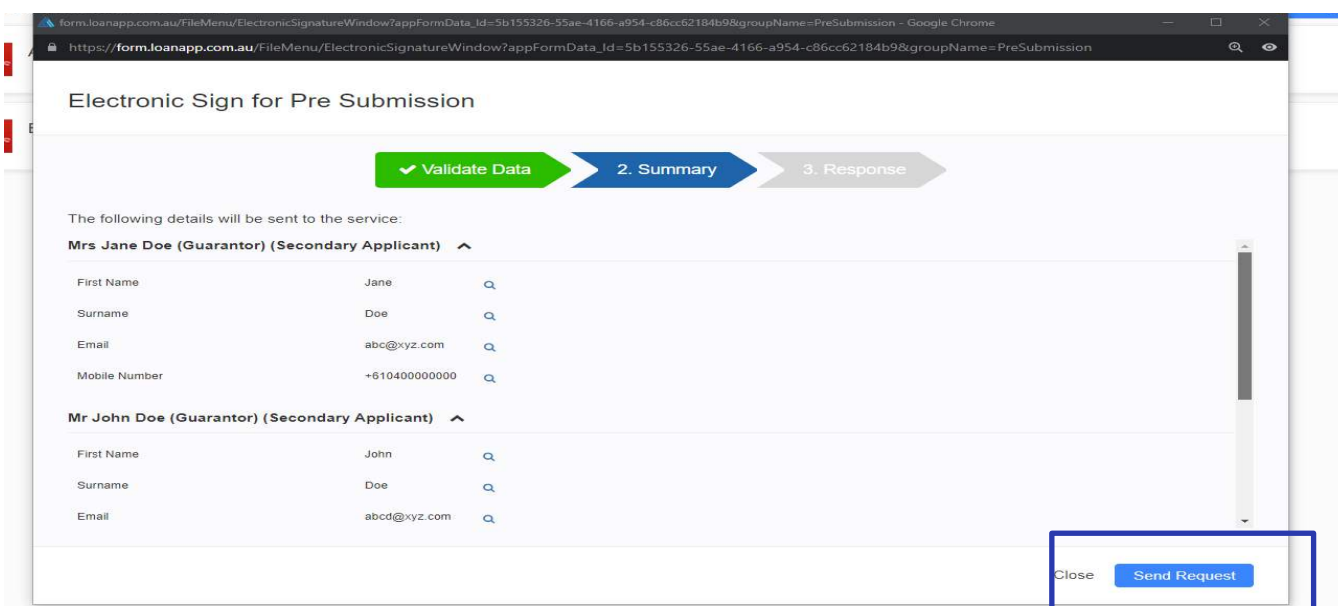
1. Select 'Electronic Signature'



2. Select 'Send Request' to initiate the DocuSign electronic signature request



3. Select 'Send Request' to send the DocuSign request



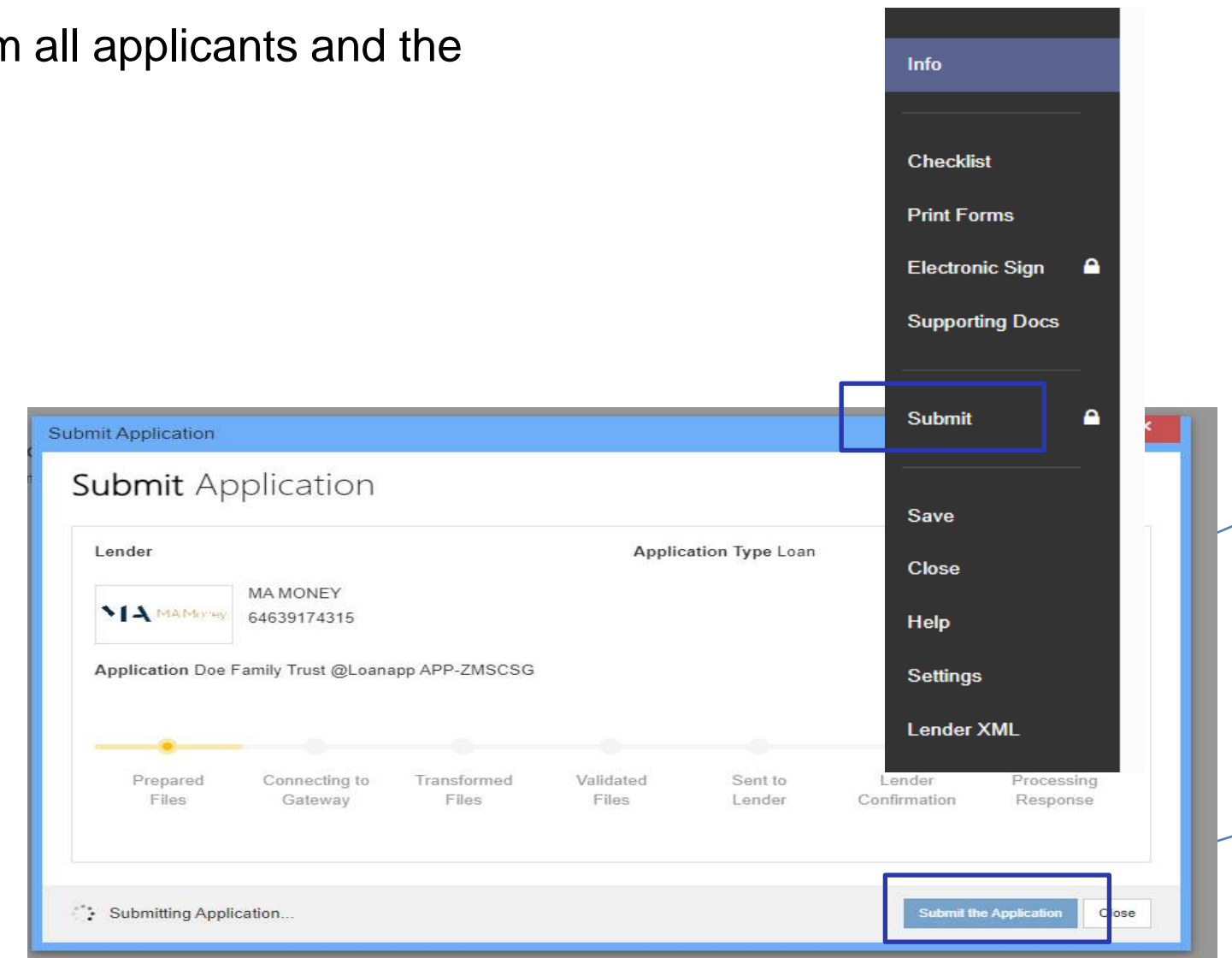
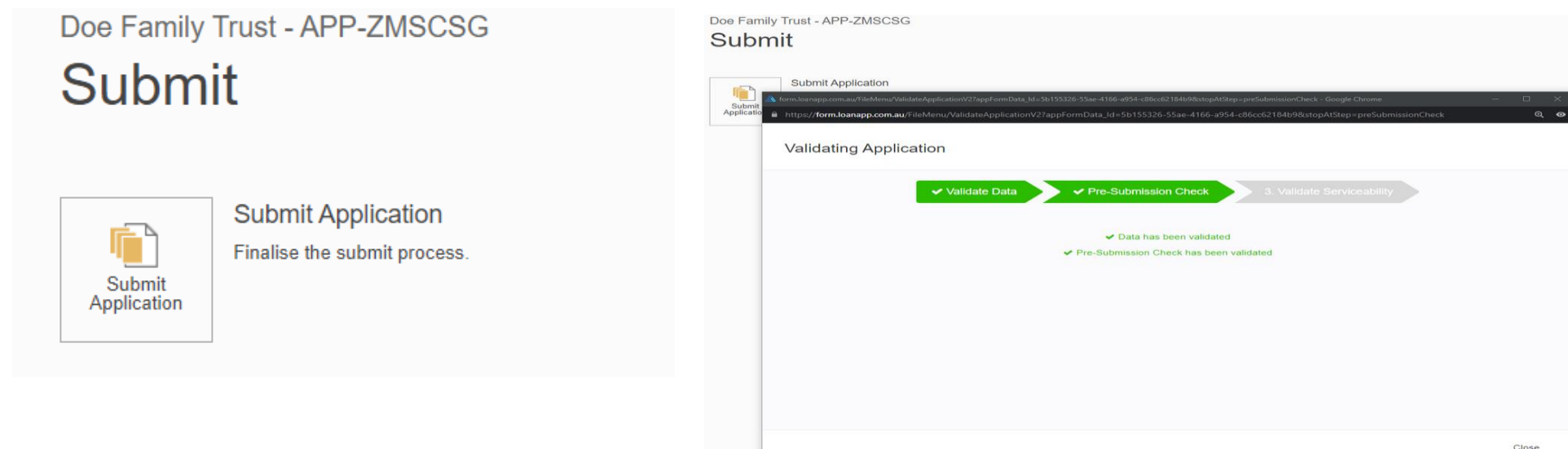
QUICK TIPS

Once all individual Applicants, and the Broker, complete the DocuSign request, the Submit button will be unlocked and the application data can be submitted.

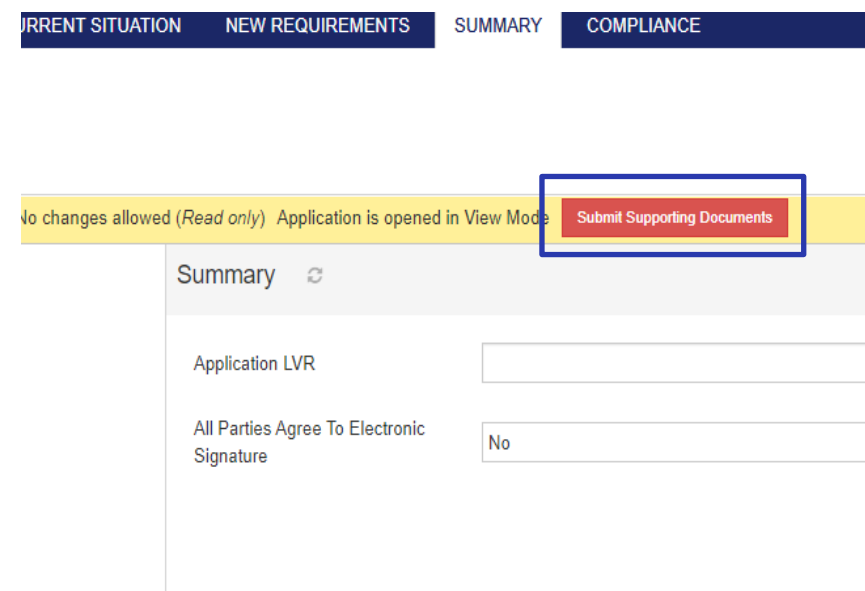
Submitting Application Data and Uploading Supporting Documents

1. When the application is finalised, and if applicable the DocuSign signatures are held (from all applicants and the Broker) the application is now ready for submission to MA Money.

2. Click on Submit and wait for the validation to be completed



3. Once the Application data is submitted, click on **Submit Supporting Documents**

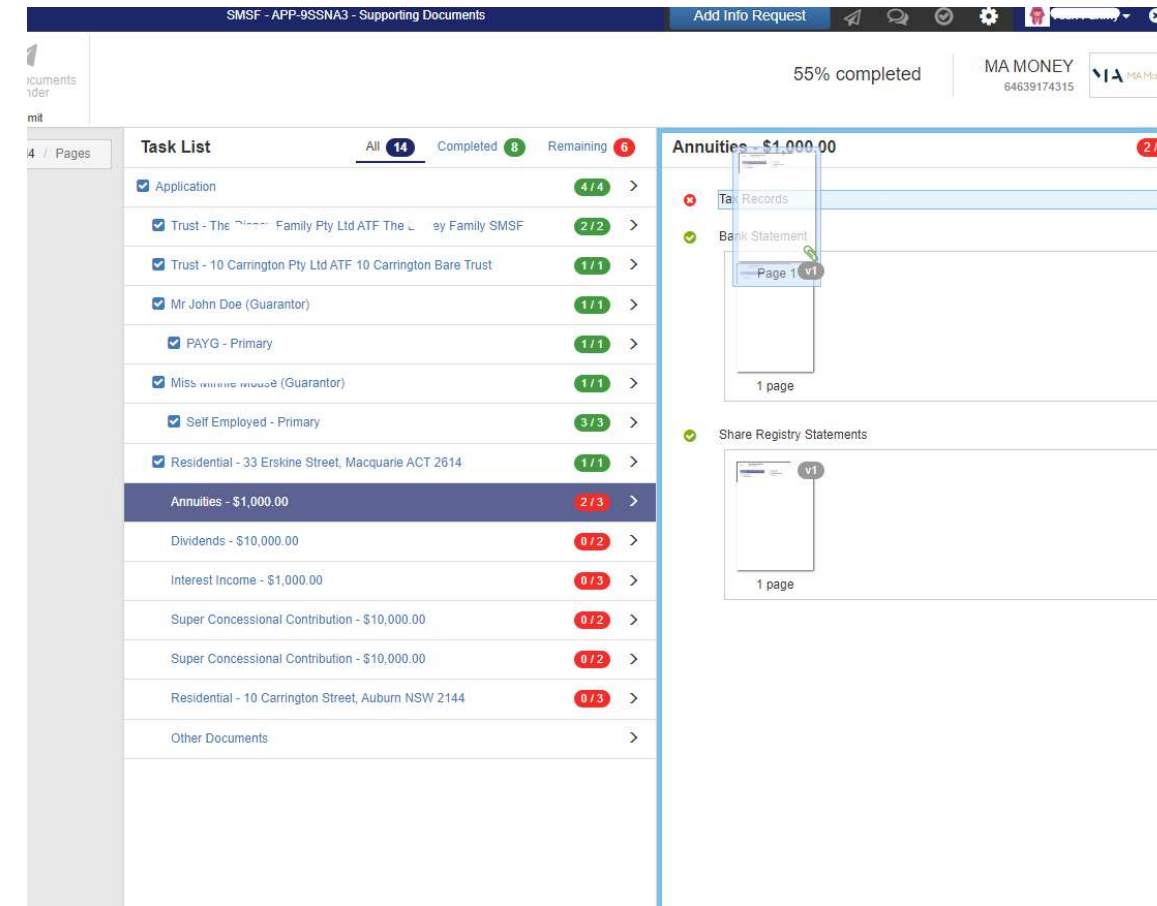
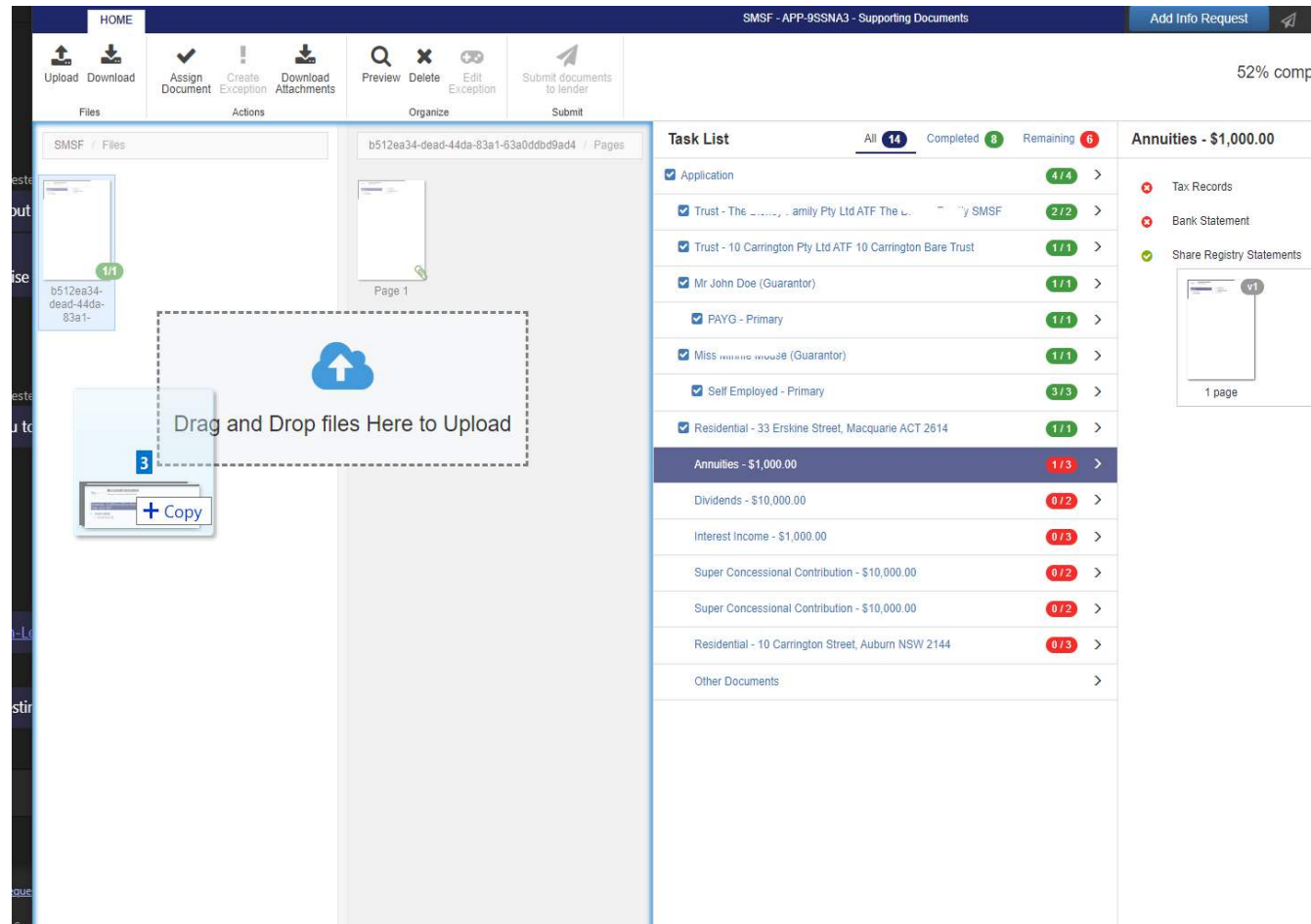


Uploading Supporting Documents

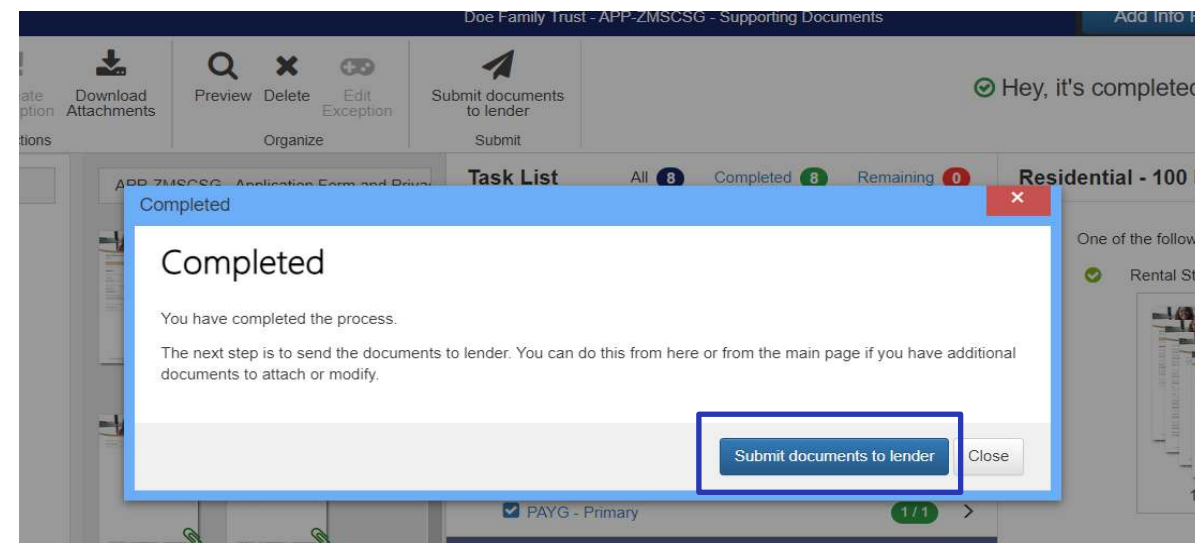


1. Drag and Drop all Supporting Documents to the Left-Hand Side Panel

2. Drag each document to its relevant document request section

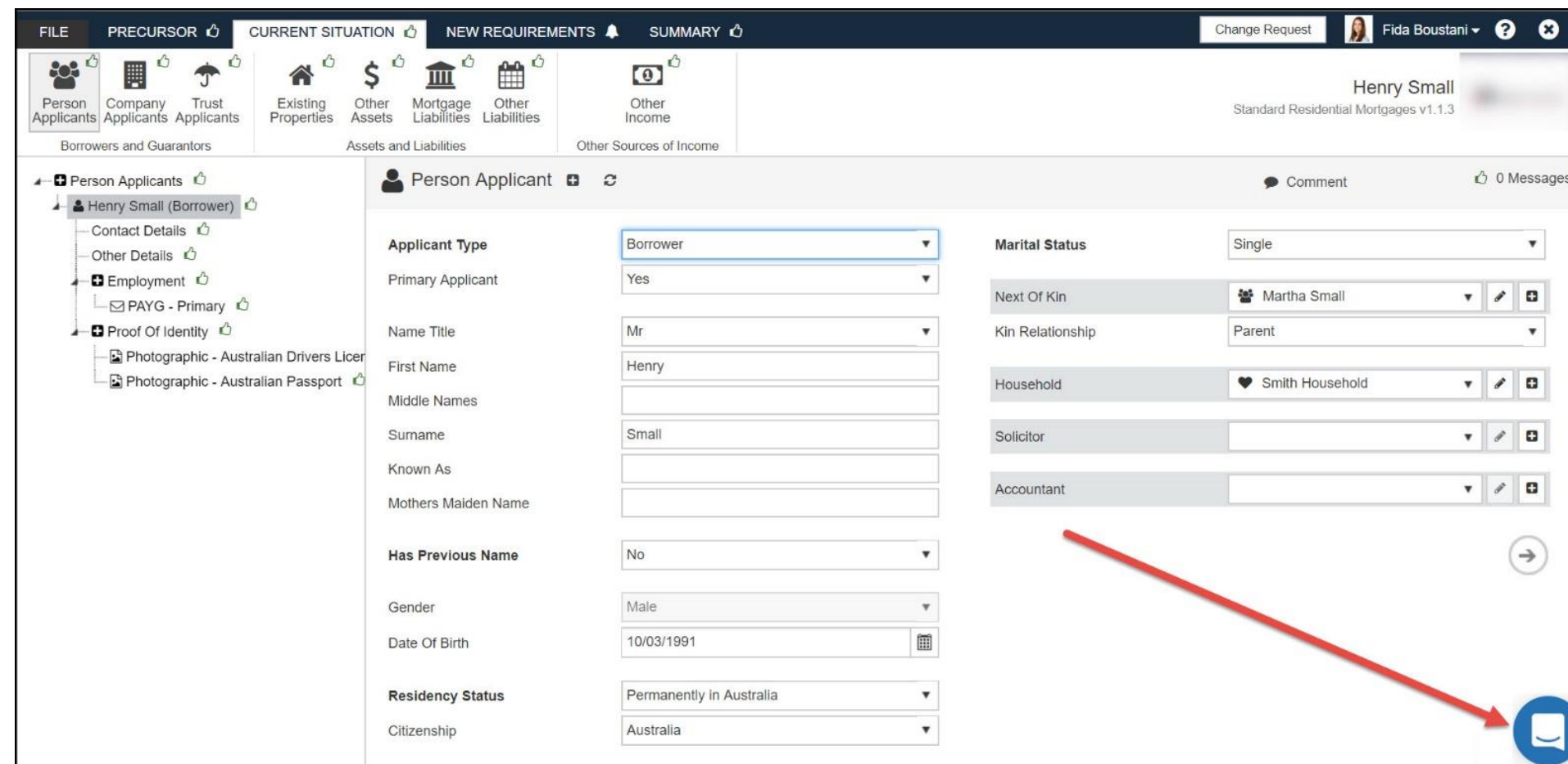


3. Once all the applicable Supporting Documents are uploaded and placed in the correct categories, click on **Submit documents to lender**



Need Assistance lodging the SMSF application?

Anytime you need assistance with Loanapp, there is a Live Chat functionality available
Simply click on the Online Chat icon in the bottom right-hand corner of your screen



You can also reach out anytime to your MA Money BDM

<https://www.mamoney.com.au/who-is-ma-money/meet-the-team>