



**Southern Lending Group**

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## **“Factoring Checklist”**

This is the information we need to provide you with a formal offer. If you have any questions please do not hesitate to ask.

Detailed Aged debtors listing (open item showing all current invoices)

For each of the 7 largest debtors, one sample-completed transaction is required. Please supply the following per transaction:

Copy of the purchase order

Copy of the relevant invoice

Copy of the relevant delivery evidence

Copy of the remittance advice showing when paid and whether in full

Aged creditors listing

Externally prepared financials

Copy of Trust Deed(s) if applicable

Recent management accounts

Signed statement of Asset and Liability for each director/guarantor

Evidence that tax is up to date e.g. ATO Running balance from Tax Portal

Evidence of Superannuation liability being up to date

Details of all bank facilities i.e. type, repayment and security given

Copy of last 3 months Bank statements

Details of any Lease/HP facilities i.e. lender, mthly pmt and balance o/s

Proof of ID in a Copy of Directors' Drivers licence and rates notice where applicable