

## ENQUIRY CHECKLIST

Worker: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Date: \_\_\_\_\_

**Yes/No**  
(Please Tick)

1. Do you hold a current Health Care Card, receive a Centrelink payment or have a low income?
2. What is your postcode?..... Have you lived at the same address for at least 3 months or can otherwise show a continuing long term connection to the area?
3. Do you have any other loans, rent arrears, outstanding bills or Centrepay deductions?  
(This is an indication of the ability to pay back the loan without incurring financial hardship)

Rent \_\_\_\_\_

SPER \_\_\_\_\_

Electricity \_\_\_\_\_

Centrepay \_\_\_\_\_

Finance Company \_\_\_\_\_

Personal Loans \_\_\_\_\_

Chrisco \_\_\_\_\_

Insurance \_\_\_\_\_

Direct Debits \_\_\_\_\_

**Quote Amount** \_\_\_\_\_

4. Do you have any outstanding NILS loans?    
(Only one NILS loan is available at a time, but applications may be accepted if the original loan will be repaid by the time a new one is considered.)

5. Which Centrelink payment do you receive? How many children included?

6. What do you want to buy? **Fridge, Washing Machine or Bed and/or Mattress.** One item at a time.  
(Quote amount needs to be based on Centrelink payment) advise enquirer

IF THE ENQUIRER IS ELIGIBLE FOR A LOAN

Name, address and phone number for sending document checklist: