First-Home Buyer Borrowing Checklist

MortgageCompare.nz | Prepare your information before you meet an adviser

Use this checklist to gather the information a mortgage adviser will ask for. Having these details ready can speed up your pre-approval and help your adviser find the right lender for your first home.

1. Personal details & identification

- ☐ Full legal names of all applicants
- ☐ Dates of birth
- ☐ Current residential addresses (last 3 years)
- ☐ Photo ID: passport or driver licence
- ☐ New Zealand residency or citizenship status

2. Income & employment

- ☐ Last 3 months of payslips or recent IRD income summary
- ☐ Employment contract or letter from employer (if recently started)
- ☐ If self-employed: last 2 years of financial statements and tax returns
- ☐ Other income: rent, board, investments, government support

3. Savings & deposit

- ☐ Bank statements showing regular savings (usually last 3 months)
- ☐ Evidence of deposit source: savings, KiwiSaver, gift, or family support
- ☐ Gift letter signed by family member (if applicable)
- ☐ Statement showing funds available for purchase costs

4. KiwiSaver & first-home support

- ☐ KiwiSaver member statement showing balance and contribution history
- ☐ Kāinga Ora First Home Loan pre-approval letter (if applicable)
- ☐ First Home Grant / First Home Loan application reference (if applying)
- ☐ Confirmation you intend to live in the property

5. Expenses & debts

- ☐ List of current loans, credit cards and store cards with limits and balances
- ☐ Recent statements for each debt
- ☐ Monthly living expenses: rent, utilities, insurance, transport, food
- ☐ Any dependents or ongoing financial commitments

6. Property details (if you have one in mind)

- ☐ Address and sale price or estimated value
- ☐ Sale and purchase agreement (if signed)
- ☐ Rateable value / CV from council website
- ☐ Building inspection report (recommended)
- ☐ Planned settlement date

7. Questions to ask your adviser

- ☐ How much can I realistically borrow?
- ☐ What deposit do I need for my situation?
- ☐ Will I pay a low equity premium?
- ☐ Which lenders work with my deposit size and income?
- ☐ What cashback or contribution could I qualify for?
- ☐ How long does pre-approval last?

Next steps

1. Tick off what you already have.
2. Gather any missing items over the next few days.
3. Start the MortgageCompare Rate Check and upload or share these details with your matched adviser.
4. Your adviser will package everything and take it to the lenders for you.