

Buy to let mortgage application

Notes to intermediaries

You must complete this page for all cases to comply with the FCA's mortgage rules. Failure to do so will delay the application. Please complete this form using block capitals and black ink.

Application guidelines

- Processing of this application and instruction of a valuation will not start until all applicable fees have been received.
- Payment of the applicable application fees, which may include a non-refundable booking fee, are payable on application.
- To ensure we can process the application effectively please forward all supporting documentation with this application. Failure to do so may result in delays in processing this application.
- Please ensure that copies of the original documents listed are enclosed. Where we request additional documentation to verify identity, each item of documentation must be certified original seen and signed by yourself.

It is your responsibility to check our lending policy before submitting an application, as fees are not refundable. All applications must meet our standard lending criteria and we reserve the right to request additional information in order to finalise our lending decision.

Adviser details

Adviser name

Company name

FCA firm reference number

Company address

Building name/Number

Street

Town/City

County

Postcode

Telephone

Fax

Email

Appointed representative of

Principal FCA firm reference number

Company address

Building name/Number

Street

Town/City

County

Postcode

OFFICE USE ONLY
Website checked?

OFFICE USE ONLY
Website checked?

We require the property to be insured with at least buildings cover. If a suitable policy is not received in adequate time this may result in completion being delayed.

Arrangements will be made by myself or the applicant(s) for a suitable policy to be in force at completion.

Yes

No

I confirm that I/my company have/has the necessary permissions from the FCA to advise, complete and submit this application to the Society on behalf of my/our clients. In addition, I have given the applicant(s) reasonable time to consider the Key Facts Illustration (KFI) document and they have confirmed their agreement to proceed with the application as an Advised Sale on the basis of my recommendation to them.

If the mailing address for the procurement fee is different to the details above please indicate the address that the fee should be sent to in the additional information section.

Mortgage adviser signature

Date

Checklist

Enclosures	Applicant 1		Applicant 2		Comments / explanation of omissions
	Yes	No	Yes	No	
Last 3 months payslips	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Latest P60	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Last 3 years accounts if self-employed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3 months salary-fed bank statements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

To comply with money laundering regulations and to protect our customers from fraud we are required by law to confirm the identity and address of every applicant. We are able to access credit reference agency databases to check the details you have supplied are correct. This will show as a search of the database but not as a credit score, so will not affect your credit rating. In the majority of cases this will enable us to begin processing your application without the need for any paper-based identification. We will advise you if we require you to supply further proof of identification.

For joint applications, the first named will be the Representative Joint Borrower in accordance with the Rules of the Society and will be the person to receive communications from the Society and have voting rights. You may choose who is to be the Representative Joint Borrower.

Please note that searches will be made of credit reference agencies and fraud prevention agencies. Further details are given in the declaration at the end of this form. Information held about you by the credit reference agencies may already be linked to records relating to one or more of your partners. For the purposes of this application, you may be treated as financially linked and your application will be assessed with reference to any 'associated' records. An 'association' between any joint applicants and/or any individual identified as a financial partner, will be created at credit reference agencies, which will link your financial records. The information about you and anyone else with whom you are associated will be taken into account in all future applications by either or both of you. The linking will continue until one of you successfully files a 'disassociation' at the credit reference agencies.

Level of service

Please confirm the level of service provided to your client(s).

Advised

Non-advised

Mortgage club association

Please indicate if this application is being submitted via one of the specific mortgage clubs listed to ensure that the correct procurement fee is paid on completion.

L&G Mortgage Club

TMA

SimplyBiz

MCI Club

The Right Mortgage

PMS

Intermediary fees

Please list all fees that will be charged to the applicant(s).

Refundable?

Type of fee	Payable to whom	Amount	Refundable?	
			Yes	No
		£	<input type="checkbox"/>	<input type="checkbox"/>
		£	<input type="checkbox"/>	<input type="checkbox"/>
		£	<input type="checkbox"/>	<input type="checkbox"/>
		£	<input type="checkbox"/>	<input type="checkbox"/>
		£	<input type="checkbox"/>	<input type="checkbox"/>

Will any part of the procurement fee be paid to the applicant?

Yes

No

If yes, how much?

£

OFFICE USE ONLY

Does the property have an adverse coal authority report?

Yes

No

Procurement fee calculation

 %

Calculation rationale

Personal details

Applicant 1		OFFICE USE ONLY	
		Customer number	<input type="text"/>
Title	<input type="text"/>		
First name(s)	<input type="text"/>		
Surname	<input type="text"/>		
Previous surname	<input type="text"/>		
Relationship to applicant 1	<input type="text"/>		
Date of birth	<input type="text"/>		
Gender	Male <input type="checkbox"/>	Female <input type="checkbox"/>	
Marital status	Married/Civil Partnership <input type="checkbox"/>	Single <input type="checkbox"/>	
	Divorced <input type="checkbox"/>	Separated <input type="checkbox"/>	
	Unmarried partner <input type="checkbox"/>	Widowed <input type="checkbox"/>	
	Engaged <input type="checkbox"/>		
	Anticipated retirement age	<input type="text"/>	
Home telephone	<input type="text"/>		
Work telephone	<input type="text"/>		
Mobile telephone	<input type="text"/>		
Email	<input type="text"/>		
Nationality	<input type="text"/>		

Applicant 2		OFFICE USE ONLY	
		Customer number	<input type="text"/>
Title	<input type="text"/>		
First name(s)	<input type="text"/>		
Surname	<input type="text"/>		
Previous surname	<input type="text"/>		
Relationship to applicant 1	<input type="text"/>		
Date of birth	<input type="text"/>		
Gender	Male <input type="checkbox"/>	Female <input type="checkbox"/>	
Marital status	Married/Civil Partnership <input type="checkbox"/>	Single <input type="checkbox"/>	
	Divorced <input type="checkbox"/>	Separated <input type="checkbox"/>	
	Unmarried partner <input type="checkbox"/>	Widowed <input type="checkbox"/>	
	Engaged <input type="checkbox"/>		
	Anticipated retirement age	<input type="text"/>	
Home telephone	<input type="text"/>		
Work telephone	<input type="text"/>		
Mobile telephone	<input type="text"/>		
Email	<input type="text"/>		
Nationality	<input type="text"/>		

Financial dependants

Where applicants have joint responsibility for a dependant, please enter this dependant once, against one of the applicants.

Number of dependants living at home	<input type="text"/>	<input type="text"/>
How many dependants are aged under 10	<input type="text"/>	<input type="text"/>
How many dependants are aged 10 to 18	<input type="text"/>	<input type="text"/>

Current and previous housing details

Current residential address

All correspondence will be sent to your current address

	Applicant 1				Applicant 2			
House name/number	<input type="text"/>				<input type="text"/>			
Street	<input type="text"/>				<input type="text"/>			
Town/City	<input type="text"/>				<input type="text"/>			
County	<input type="text"/>				<input type="text"/>			
Postcode	<input type="text"/>				<input type="text"/>			
How long have you lived at this address?	Years	<input type="text"/>	Months	<input type="text"/>	Years	<input type="text"/>	Months	<input type="text"/>

We require at least one applicant to own a residential property or currently be party to a residential mortgage

Nature of occupancy	Owner occupier, mortgage free	<input type="checkbox"/>	Owner occupier, with mortgage	<input type="checkbox"/>	Owner occupier, mortgage free	<input type="checkbox"/>	Owner occupier, with mortgage	<input type="checkbox"/>
	Renting	<input type="checkbox"/>	Living with relatives	<input type="checkbox"/>	Renting	<input type="checkbox"/>	Living with relatives	<input type="checkbox"/>
			Other (detail below)	<input type="checkbox"/>			Other (detail below)	<input type="checkbox"/>
<input type="text"/>				<input type="text"/>				

If your existing residential property is mortgaged:

What is the outstanding mortgage balance?	£	<input type="text"/>	£	<input type="text"/>
What is the estimated property valuation?	£	<input type="text"/>	£	<input type="text"/>

If you have been party to any other mortgage within the last three years please give details in the additional information section. If you own any other properties please provide details in the additional information section. Please include all relevant addresses, any outstanding mortgage balances and any rental income received.

Previous residential address

Please provide details of all previous addresses lived at during the last three years (continue in the additional information section if required)

House name/number	<input type="text"/>				<input type="text"/>			
Street	<input type="text"/>				<input type="text"/>			
Town/City	<input type="text"/>				<input type="text"/>			
County	<input type="text"/>				<input type="text"/>			
Postcode	<input type="text"/>				<input type="text"/>			
How long did you live at this address?	Years	<input type="text"/>	Months	<input type="text"/>	Years	<input type="text"/>	Months	<input type="text"/>
Nature of occupancy	Owner occupier	<input type="checkbox"/>	Renting	<input type="checkbox"/>	Owner occupier	<input type="checkbox"/>	Renting	<input type="checkbox"/>
	Living with relatives	<input type="checkbox"/>	Other (detail below)	<input type="checkbox"/>	Living with relatives	<input type="checkbox"/>	Other (detail below)	<input type="checkbox"/>
<input type="text"/>				<input type="text"/>				

Mortgage details

Product applied for	Product code	<input type="text"/>	Product description	<input type="text"/>
Are you a first time landlord?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Loan purpose	Purchase	<input type="checkbox"/>	Remortgage	<input type="checkbox"/>
Purchase price or expected valuation	<input type="text"/>			
Total mortgage amount required	<input type="text"/>			
Mortgage term required	Years	<input type="checkbox"/>	Months	<input type="checkbox"/>
Repayment type	Capital and interest	<input type="checkbox"/>	Interest only	<input type="checkbox"/>
If part and part, what is the split?	Repayment	<input type="text"/>		Part repayment part interest only <input type="checkbox"/>
Amount of deposit	<input type="text"/>		Interest only	<input type="text"/>
How is the deposit being funded?	<input type="text"/>			

If this is a remortgage application please complete the following seven questions below:

- Name of current lender
- Current mortgage reference number
- What is the current outstanding mortgage balance?
- Amount of any additional borrowing?
- What is the purpose of the additional borrowing?
- What is the expected property valuation?
- What is the existing gross monthly rental income?

Tenancy details

We require all properties to be let on an Assured Shorthold Tenancy basis. A copy of the tenancy agreement is required with the application.

Length of tenancy agreement	Months	<input type="text"/>
Estimated gross monthly rental income (unfurnished)	<input type="text"/>	
Will the property be let to a family member?	Yes	<input type="checkbox"/>
	No	<input type="checkbox"/>
Was the property inherited?	Yes	<input type="checkbox"/>
	No	<input type="checkbox"/>
Has the applicant ever occupied the property?	Yes	<input type="checkbox"/>
	No	<input type="checkbox"/>
Has a person related to the applicant ever occupied the property?	Yes	<input type="checkbox"/>
	No	<input type="checkbox"/>

First time landlords

All first time landlords are required to complete the following budget planner in full.

Up front costs

Deposit	£
Stamp duty	£
Total	£

Ongoing costs

Repairs	£
Letting agent management costs	£
Refurbishment and decoration costs	£
Letting agent finder fees	£
Exterior property maintenance	£
Interior property maintenance	£
Cleaning costs	£
Service charges/Ground rent	£
Mortgage payment	£
Advertising fees	£
Buildings insurance	£
Landlords insurance	£
Miscellaneous costs	£
Total	£

How do you intend to service the loan from the outset and in periods of void?

Employment and income details

If you have held more than one job in the previous two years please enter the details of your current job here and any previous jobs in the previous employment section.

Applicant 1

Applicant 2

Employment type

Employed/ Contracted

Employed/ Contracted

Please complete the employed income details section.

Sole trader

Sole trader

Please complete the self-employed income details section.

Sub-contracting

Sub-contracting

Long term sub-contractors will be underwritten on an employed basis and should complete the employed income details section. Full details of satisfactory criteria can be found on page 4 of our Lending Criteria Guide.

Partnership

Partnership

Please complete the self-employed income details section.

Limited company director with more than 25% shareholding

Limited company director with more than 25% shareholding

Please complete the self-employed income details section.

Limited company director with less than 25% shareholding

Limited company director with less than 25% shareholding

Please complete the employed income details section.

Retired

Retired

Unemployed/Homemaker

Unemployed/Homemaker

Employer/Business name

Employer/Business address

Building name/number

Street

Town/City

County

Postcode

Employer/Business email

Date employment started

Occupation

Planned retirement age

Anticipated gross annual retirement income

£

£

Are you employed by the family business?

Yes

No

Yes

No

Employed income details

Employment status

Permanent

Temporary

Permanent

Temporary

Fixed term

Probationary

Fixed term

Probationary

If fixed term, please provide the length of term

Years

Months

Years

Months

If probationary, please provide further details

Employment and income details continued

	Applicant 1			Applicant 2		
Employee/Payroll number	<input type="text"/>			<input type="text"/>		
Gross annual income	£ <input type="text"/>			£ <input type="text"/>		
Gross annualised bonus	£ <input type="text"/>			£ <input type="text"/>		
Regular gross annual overtime, shift allowance or commission	£ <input type="text"/>			£ <input type="text"/>		
Guaranteed gross annual overtime, shift allowance or commission	£ <input type="text"/>			£ <input type="text"/>		
Gross salary and dividend income for last three years	Year end	<input type="text"/>	£ <input type="text"/>	Year end	<input type="text"/>	£ <input type="text"/>
Only complete if a limited company director with less than 25% shareholding	Year end	<input type="text"/>	£ <input type="text"/>	Year end	<input type="text"/>	£ <input type="text"/>
	Year end	<input type="text"/>	£ <input type="text"/>	Year end	<input type="text"/>	£ <input type="text"/>

Self-employed income details

Total income for last three years	Year end	<input type="text"/>	£ <input type="text"/>	Year end	<input type="text"/>	£ <input type="text"/>
For sole traders this should be net profit; For partnerships this should be the share of net profits;	Year end	<input type="text"/>	£ <input type="text"/>	Year end	<input type="text"/>	£ <input type="text"/>
For limited company directors with more than 25% shareholding this should be salary and dividend income	Year end	<input type="text"/>	£ <input type="text"/>	Year end	<input type="text"/>	£ <input type="text"/>
Date business was established	<input type="text"/>			<input type="text"/>		
Type of business	<input type="text"/>			<input type="text"/>		
Company registration number	<input type="text"/>			<input type="text"/>		
Percentage of shares owned	<input type="text"/> %			<input type="text"/> %		

Accountant's details

If your employment type is Sole trader; Sub-contracting; Partnership; Limited company director with more than 25% shareholding; Limited company director with less than 25% shareholding; or you were employed by the family business please complete the accountant's details below.

	Applicant 1		Applicant 2	
Name of accountant	<input type="text"/>		<input type="text"/>	
Accountant's email	<input type="text"/>		<input type="text"/>	
Accountant's address				
Building name/number	<input type="text"/>		<input type="text"/>	
Street	<input type="text"/>		<input type="text"/>	
Town/City	<input type="text"/>		<input type="text"/>	
County	<input type="text"/>		<input type="text"/>	
Postcode	<input type="text"/>		<input type="text"/>	

Previous employment and income details

If you have held more than one job in the previous two years please enter the details of your last job here and any previous jobs in the additional information section. If there is a gap in your employment history of more than two weeks, please provide further details in the additional information section.

	Applicant 1	Applicant 2
Employment type	Employed/Contracted <input type="checkbox"/>	Employed/Contracted <input type="checkbox"/>
	Sole trader <input type="checkbox"/>	Sole trader <input type="checkbox"/>
	Sub-contracting <input type="checkbox"/>	Sub-contracting <input type="checkbox"/>
	Partnership <input type="checkbox"/>	Partnership <input type="checkbox"/>
	Limited company director with more than 25% shareholding <input type="checkbox"/>	Limited company director with more than 25% shareholding <input type="checkbox"/>
	Limited company director with less than 25% shareholding <input type="checkbox"/>	Limited company director with less than 25% shareholding <input type="checkbox"/>
	Retired <input type="checkbox"/>	Retired <input type="checkbox"/>
	Unemployed/Homemaker <input type="checkbox"/>	Unemployed/Homemaker <input type="checkbox"/>
Date employed from	<input type="text"/>	<input type="text"/>
Date employed to	<input type="text"/>	<input type="text"/>
Employer/Business name	<input type="text"/>	<input type="text"/>
Employer/Business address		
Building name/number	<input type="text"/>	<input type="text"/>
Street	<input type="text"/>	<input type="text"/>
Town/City	<input type="text"/>	<input type="text"/>
County	<input type="text"/>	<input type="text"/>
Postcode	<input type="text"/>	<input type="text"/>
Employer/Business email	<input type="text"/>	<input type="text"/>
Occupation	<input type="text"/>	<input type="text"/>

Accountant's details

If your previous employment type was Sole trader; Sub-contracting; Partnership; Limited company director with more than 25% shareholding; Limited company director with less than 25% shareholding; or you were employed by the family business please complete the accountant's details below.

	Applicant 1	Applicant 2
Name of accountant	<input type="text"/>	<input type="text"/>
Accountant's email	<input type="text"/>	<input type="text"/>
Accountant's address		
Building name/number	<input type="text"/>	<input type="text"/>
Street	<input type="text"/>	<input type="text"/>
Town/City	<input type="text"/>	<input type="text"/>
County	<input type="text"/>	<input type="text"/>
Postcode	<input type="text"/>	<input type="text"/>

Other sources of income

	Applicant 1		Applicant 2
Do you have any other sources of income?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Please state			
State/Company/Occupational pension	£ <input type="text"/>		£ <input type="text"/>
Private pension	£ <input type="text"/>		£ <input type="text"/>
Drawdown on pension fund	£ <input type="text"/>		£ <input type="text"/>
Interest from investments	£ <input type="text"/>		£ <input type="text"/>
Dividend income from investments	£ <input type="text"/>		£ <input type="text"/>
Company owner income	£ <input type="text"/>		£ <input type="text"/>
Rental income	£ <input type="text"/>		£ <input type="text"/>
Widows pension	£ <input type="text"/>		£ <input type="text"/>

Future income

	Applicant 1		Applicant 2
Are you aware of any changes to your income and expenditure?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please provide details <small>Please continue in the additional information section if required</small>	<input type="text"/>		<input type="text"/>

Financial history

	Applicant 1		Applicant 2
Have you ever personally or as a company director been bankrupt, insolvent or entered into any arrangement with creditors?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please give details			
Has the bankruptcy been discharged?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Date registered	<input type="text"/>		<input type="text"/>
Date discharged	<input type="text"/>		<input type="text"/>
Further details	<input type="text"/>		<input type="text"/>
Have you ever failed to keep up payments under a mortgage or loan?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please give details			
Lender	<input type="text"/>		<input type="text"/>
Date	<input type="text"/>		<input type="text"/>
Further details	<input type="text"/>		<input type="text"/>

Financial history continued

Applicant 1

Applicant 2

Have you ever had a County Court Judgement (CCJ) registered against you?

Yes

No

Yes

No

If yes, please give details

Total value in the last three years

£

£

Date of most recent CCJ

Further details

Have you ever made arrangements with creditors or been subject to an Individual Voluntary Agreement (IVA)?

Yes

No

Yes

No

If yes, please give details

Has the IVA been discharged?

Yes

No

Yes

No

Date registered

Date discharged

Further details

Have you ever been refused a mortgage or other loan?

Yes

No

Yes

No

If yes, please give details

Lender

Date

What was the reason for refusal?

Have you ever defaulted on credit accounts?

Yes

No

Yes

No

If yes, please give details

Provider

Date

Further details

Have you ever had a pay day loan?

Yes

No

Yes

No

If yes, please give details

Number of loans taken out

Date of most recent loan

Further details

Mortgage property details

Please note we cannot consider the following types of property:

- Ex-local authority and housing association flats and flats in blocks over five storeys high.
- Concrete and steel construction.
- Properties with agricultural restrictions.

Mortgage property address

House name/number

Street

Town/City

County

Postcode

Property tenure

Freehold

Leasehold

Commonhold

If leasehold, how many years remain on the lease?

If leasehold, will/do you own the freehold/shares in the management company that owns the freehold?

Yes

No

Property type

Detached house

Semi-detached house

Terraced house

Flat

Other

Please state

If the property is a flat, how many storeys are in the block?

Was the property previously owned by a local authority or social landlord?

Yes

No

What year was the property built?

How many bedrooms does the property have?

Are you related or connected to the vendor?

Yes

No

Property valuation

We are legally obliged to assess the value of the property for mortgage purposes and will obtain a valuation report. However, this report may not be adequate for the purposes of someone wishing to purchase the property. The report may not reveal serious defects and there may be important inaccuracies or omissions. It will not be a Structural or Building Survey report and will be based upon a limited inspection. You must also note that the report will be carried out for our needs only and will not be done for your benefit. Accordingly, you will not be able to enforce or take the benefit of anything contained in the report or in the contract between ourselves and our valuer. You are therefore strongly advised to obtain your own report on the condition and value of the property, based on a fuller inspection. The standard valuation fee and Homebuyers Report fee include administration expenses as well as the cost of the property valuation. The valuation fee must be paid at application. Applications received without a fee, with the exception of those where a free valuation is included within the product chosen, will not be processed until the fee has been received. Valuations are instructed upon receipt of the appropriate fee and therefore such fees are non-refundable whether or not the application proceeds.

What type of valuation would you like?

Standard valuation

Homebuyers report

The Society may also request that further specialist reports be provided to consider whether the property represents suitable security. The provision of such a report will be at your expense and does not guarantee that the mortgage will be granted.

Who should the valuer contact to arrange access to the property?

Contact name

Contact telephone number

Valuation fee payment

We can collect payment for any valuation fees by debit card. If you would like to pay by debit card, please provide contact details below so that we can obtain the full details of the card to be debited.

Contact name

Contact telephone number

Solicitor details

Please note we will only accept certain firms of Solicitors and Licensed Conveyancers onto our panel. Please contact us to check if the firm required is acceptable.

Contact name

Company name

Company address

Building name/number

Street

Town/City

County

Postcode

Telephone number

Email

Mortgage product fees

Arrangement fee

Where the chosen product has an associated arrangement fee, you have the choice of deducting the fee from the mortgage advance, or adding it to the mortgage. If you choose to add it to the mortgage, the fee will be payable over the term of the mortgage and you will be charged interest on the amount outstanding.

Arrangement fee

Add the fee to the mortgage

Deduct the fee from the mortgage advance

Applicant 1 signature

Date

Applicant 2 signature

Date

Booking fee

Where the chosen product has an associated booking fee, the processing of this mortgage application will not begin until payment of this fee is received. Any booking fees paid are non-refundable and non-transferable.

Booking fee

We can collect payment for any booking fee by debit card. If you would like to pay by debit card, please provide contact details below so that we can obtain the full details of the card to be debited.

Contact name

Contact telephone number

Other rental properties

Periodic requests for this information will be sought where mortgage payment difficulties are being encountered, and/or where you have an exposure to the Society in excess of £500,000, and/or a portfolio of three or more rental properties with the Society.

Excluding the purchase property, how many rental properties do you own or part-own?

Please confirm how you service any loans secured on the portfolio in periods of rental voids.

Please provide details of all other rental properties that you own or part own. If your property portfolio is in excess of four properties, please complete a full portfolio schedule for all properties detailing the required information listed below.

Rental property 1

House name/number

Street

Town/City

County

Postcode

Mortgage balance outstanding

Monthly repayment

Monthly rental income

Mortgage lender

Mortgage account number

Current interest rate charged

Date of purchase

Rental property 3

House name/number

Street

Town/City

County

Postcode

Mortgage balance outstanding

Monthly repayment

Monthly rental income

Mortgage lender

Mortgage account number

Current interest rate charged

Date of purchase

Rental property 2

House name/number

Street

Town/City

County

Postcode

Mortgage balance outstanding

Monthly repayment

Monthly rental income

Mortgage lender

Mortgage account number

Current interest rate charged

Date of purchase

Rental property 4

House name/number

Street

Town/City

County

Postcode

Mortgage balance outstanding

Monthly repayment

Monthly rental income

Mortgage lender

Mortgage account number

Current interest rate charged

Date of purchase

Your declaration

I/We:

1. would like to apply for this mortgage and confirm that the information given is true to the best of my/our knowledge and belief. I/We also undertake to advise the Society immediately of any changes to the information I/we have provided in this application.
2. undertake to pay the Society's charges and expenses whether or not the mortgage transaction takes place.
3. confirm that no other person is likely to be able to claim a beneficial interest or other rights in the property offered as security by way of contributing to part of the purchase price or for any other reason.
4. agree to keep the property fully insured until the loan has been repaid in full.
5. in relation to the section headed 'Valuation instructions' concerning the Society's valuation report for mortgage purposes confirm and agree that:
 - a) I/We should NOT rely upon that report in any way when deciding whether or not to buy the property.
 - b) I/We should satisfy myself/ourselves without reference to this report or any Mortgage Offer by the Society, as to the condition of the property and that the purchase price is reasonable.
 - c) I/We should obtain a fuller report for my/our own purposes. I/we run the risk that the property may suffer from serious defects which are not mentioned in the report obtained by the Society, or brought to my/our attention in writing, and the report may be inadequate for my/our purposes.
 - d) the Society accepts no responsibility to me/us or to anyone else for the contents or adequacy of the report made to the Society or that the purchase price is reasonable, even if the valuer is at fault in his inspection or report.
 - e) oral statements made by the Society's staff, or the independent valuer used, do not override the written valuation report, or any other survey or Homebuyers Report.
6. consent to information about me/us, the conduct of my/our account and additions or amendments to my/our account being passed to any guarantor(s) of, or surety for, my/our mortgage or to his/her legal adviser(s).
7. agree that the Society may retain any commission it receives through arranging any insurance policies.
8. agree that when completion of the mortgage takes place I/we will become a member of the Society and be bound by the Society's Rules.
9. accept that any fees paid will not be refunded if the application does not proceed.
10. agree to the terms and conditions relating to my/our application for the mortgage product chosen.

THE FINANCIAL SERVICES & MARKETS ACT 2000

I/We:

11. confirm that this agreement is entered into wholly or predominantly for the purposes of a business carried on, or intended to be carried on by me/us.
12. understand that I/we will not have the benefit of the protection and remedies that would be available to me/us under the Act if the agreement were a regulated mortgage contract under the Act.
13. are aware that if I/we are in any doubt as to the consequences of the agreement not being regulated by the Act, the I/we should seek independent legal advice.

This agreement will be presumed to have been entered into by you wholly or predominantly for the purposes specified in 11. above unless 14. applies.

14. The above applies if, when the agreement is entered into:
 - a) the Society; or
 - b) any person who has acted on behalf of the Society in connection with the entering into of the agreement, knows or has reasonable cause to suspect that the agreement is not entered into by the borrower wholly or predominantly for the purposes of a business carried on, or intended to be carried on, by you.



DATA PROTECTION ACT 1998

Any information you provide, including information you give us in the future, may be held on record by the Society. The record may be held as a computer record.

The Society may use this information for purposes specified in paragraph (a) to (e) of 'Your declaration as to the use of your information' overleaf.

The information may also be used in order to provide you with details of other services or products (including those supplied by third parties) that we think may be of interest to you, and for this purpose the information may be passed to other carefully selected third parties.

Under the Data Protection Act 1998, you have the right to ask us to send you a copy of your records (on payment of an administration fee) and the right to change any of your information that is incorrect.

You further have the right of access to your personal records held by credit and fraud agencies. We will supply their names and addresses upon request.

Where a third party has registered a charge or charging order against the property or you as individuals and they subsequently request details of your account, including the balance outstanding, this will be provided without further authority from you.

Where you borrow or may borrow from us, we may give details of your account and how you manage it to credit reference agencies. If you borrow and do not repay in full and on time, we may tell credit reference agencies who will record the outstanding debt.

Your declaration as to the use of your information

I/We:

- a) authorise the Society, for the purpose of considering whether to grant the mortgage I/we have applied for:
- to make such enquiries as it considers necessary whether of a credit reference agency, my/our employers, HM Revenue & Customs, my/our current lender/landlord or otherwise. These enquiries will be for the purpose of verifying the information stated within this form and for the purposes of fraud prevention;
 - to make searches about me/us at credit reference agencies who will supply the Society with credit information, as well as information from the Electoral Register. I/We acknowledge that the agencies will record details of the search whether or not the application proceeds. The Society may use credit scoring methods to assess this application and to verify my/our identity. I/We acknowledge that credit searches and other information which is provided to the Society and/or credit reference agencies about me/us and those with whom I/we are linked financially may be used by the Society and other companies if credit decisions are made about me/us or other members of my/our household. In the case of joint applications, we acknowledge that an association will be created at credit reference agencies and that this will link our financial records, each of which will be taken into account in all future applications made by either or both of us. This information may also be used for debt tracing and the prevention of money laundering as well as the management of my/our account;
 - to disclose information to the Society's insurers or their authorised agents for the purpose of risk assessment;
 - to make such enquiries as it shall consider necessary in respect of my/our application and to disclose information furnished by me/us in this application for the purposes of checking my/our details with fraud prevention agencies when it may then be made available to other credit grantors in the interests of fraud prevention and detection. I/We acknowledge that if the Society suspects fraud, or finds that I/we have given false or inaccurate information, then it has the right to record that suspicion or finding. This information may also be used by the Society and other companies in making decisions about credit and insurance facilities. It may also be used for tracing and claims assessment.
- b) authorise the Society to alter the address on all my/our accounts held with the Society, if it should change and agree that information may be retained on computer after my/our account is closed.
- c) authorise the Society to use the information provided for the purpose of customer administration, research and statistical analysis, credit scoring and fraud prevention.
- d) consent to my/our information/name and address being passed to other companies within the Tipton & Coseley Group or to other organisations selected by the Society for the purpose of receiving details of other products and services the Society thinks may be of interest to me/us unless I/we have indicated otherwise.
- e) understand that where a third party has registered a charge or charging order against the property or me/us, and they subsequently request details of my/our account, including the balance outstanding, this information will be provided to them by the Society without further authority from me/us.

YOUR CONSENT

For your own benefit and protection, it is important that you read carefully the sections entitled 'Your declaration' and 'Your declaration as to the use of your information', (including the section in paragraph (a) on the credit reference and fraud prevention agencies). By signing this application, you are making both declarations and you also agree that we can use your information in the manner specified above. If you do not understand any point please ask for further information.

I/We agree that the Society may contact me/us to discuss my/our mortgage needs prior to the end of any special mortgage products that I/we have chosen.

From time to time the Society may send you information regarding our products and services. We may also share your details with other organisations for marketing purposes. If you would prefer NOT to receive such mailings, please tick this box.

Signatures

Applicant 1	<input type="text"/>	Date	<input type="text"/>
Applicant 2	<input type="text"/>	Date	<input type="text"/>
First guarantor (if applicable)	<input type="text"/>	Date	<input type="text"/>
Second guarantor (if applicable)	<input type="text"/>	Date	<input type="text"/>

NOTE: The Society reports all cases of suspected mortgage fraud to the police.

IF YOU FAIL TO KEEP UP WITH PAYMENTS ON YOUR MORTGAGE A 'RECEIVER OF RENT' MAY BE APPOINTED AND/OR YOUR RENTAL PROPERTY MAY BE REPOSSESSED.

Tipton & Coseley Building Society is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential regulation Authority. Our Financial Services Register number is 159601.

Member of the Building Societies Association.

Please fill in the whole form using black ink and send it to:

Tipton & Coseley Building Society
 70 Owen Street
 Tipton
 West Midlands
 DY4 8HG

Originator's identification number

7	2	4	1	2	4
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Name(s) of account holder(s)

Reference

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Instruction to your bank or building society.

Please pay Tipton & Coseley Building Society Direct Debits from the account detailed in this instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with Tipton & Coseley Building Society and, if so, details will be passed electronically to my bank/building society.

Your bank/building society account number

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Branch Sort Code

--	--	--	--	--	--

Name and full address of your bank or building society

To: The Manager Bank/Building Society

Address

Postcode

Signature(s)

Date

Banks and Building Societies may not accept Direct Debit instructions for some types of accounts.

This guarantee should be detached and retained by the payer

The Direct Debit Guarantee



- This Guarantee is offered by all Banks and Building Societies that accept instructions to pay Direct Debits.
- If there are any changes to the amount, date or frequency of your Direct Debit Tipton & Coseley Building Society will notify you 3 working days in advance of your account being debited or as otherwise agreed. If you request Tipton & Coseley Building Society to collect a payment, confirmation of the amount and date will be given to you at the time of request.
- If an error is made in the payment of your Direct Debit, by Tipton & Coseley Building Society or your Bank or Building Society, you are entitled to a full and immediate refund of the amount paid from your Bank or Building Society.
 - If you receive a refund you are not entitled to, you must pay it back when Tipton & Coseley Building Society asks you to.
- You can cancel a Direct Debit at any time by simply contacting your Bank or Building Society. Written confirmation may be required. Please also notify us.