

Application requirement guide

We aim to acknowledge receipt of your mortgage application within 2 working days.

- We may ask for additional information from you or your client, if we need it to underwrite the case.
- We reserve the right to request references during the application process.

Employed

- Last 3 months' payslips
- Last 3 months' bank statements
- Most recent P60
- Proof of deposit
- If the deposit is gifted, a completed Gifted Deposit form is required. This will need to be signed by the donor.

In addition to the above, we also require the following:

Shared Ownership

- Memorandum of sale / Housing Association approval letter

Help to Buy / Shared Equity

- Eligibility / approval letter, to confirm the agreed equity loan and any payments that need to be made.

Interest Only Mortgage

- A completed Statement of Repayment Strategy form.
- Evidence of the repayment strategy e.g. regular savings into an investment product.

Applicants on renewable contracts

- Evidence of continuous contracting for the last 2 years
- Copy of current contract
- 6 months' personal bank statements
- 6 months' business bank statements
- A copy of the applicant's CV to ascertain personal history.
- Current contract must have at least 3 months remaining at time of application.
- For applicants who operate a limited company, a statement of Assets and Liabilities form is required.

Self Employed

- Last 3 years' accounts, prepared by a Chartered or Certified accountant.
- Last 3 years' Tax calculations and Tax year overviews from HMRC showing tax paid.
- Last 3 months' bank statements
- Proof of deposit
- If the deposit is gifted, a completed Gifted Deposit form is required. This will need to be signed by the donor.

Buy to Let

- A statement of assets and Liabilities form.
- The current Assured Shorthold Tenancy Agreement(s), showing rental payments. If you do not have an Assured Shorthold Tenancy Agreement, we require that last year's bank statements showing the rental income.

Commercial

- A copy of the applicant's CV to ascertain personal history.
- Certificate of Incorporation, Memorandum and Articles of Association
- Last 3 months' personal bank statements for directors
- Last 6 months' business bank statements
- A Statement of Assets and Liabilities form for directors
- Plans, planning permission and detailed costings (if building a property).

Please note, any forms mentioned above are available to download on our website:
<http://brokers.newbury.co.uk/other-forms.aspx>

Call **01635 555777** | Visit **brokers.newbury.co.uk**

