

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
- Bank account information for each applicant. This can be provided either by Open Banking (please see the 'Your bank account information' page near the back of our application form for more information) or we can accept 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
- Bank account information for each applicant. This can be provided either by Open Banking (please see the 'Your bank account information' page near the back of our application form for more information) or we can accept 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.

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.

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.
- Bank account information for each applicant. This can be provided either by Open Banking (please see the 'Your bank account information' page near the back of our application form for more information) or we can accept 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.

Commercial

- A copy of the applicant's CV to ascertain personal history.
- Certificate of Incorporation, Memorandum and Articles of Association
- Bank account information for each director. This can be provided either by Open Banking (please see the 'Your bank account information' page near the back of our application form for more information) or we can accept 3 months' personal bank statements
- 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).

Retired Applicants

- Bank statement or letter for State Pension, latest P60 for Private Pension, fund value statement dated within latest 3 months for SIPP.
- Bank account information for each applicant. This can be provided either by Open Banking (please see the 'Your bank account information' page near the back of our application form for more information) or we can accept 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.

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

Call **01635 918000** | Visit brokers.newbury.co.uk