

# DATA CAPTURE RESIDENTIAL.

This is a data capture form only – all applications must be made using our Online Mortgage Application Service

**NB** The order of questions on this form follows the data capture order in our online portal.

## INTERMEDIARY DETAILS

Intermediary Name		
Company Name		
FCA Status	Directly Authorised	Appointed Representative
FCA Number		
Registered Address		
Principal FCA Number/Name	/	
Is sale advised?	Yes	No
How was the sale made?	Face to face	Non face to face
Name of Network		
Name of Mortgage Club		

## PRE-REQUISITE QUESTIONS

Does the application meet the following minimum standards?	Tick boxes below		Notes
Has the applicant(s) previously been convicted of fraud, terrorism, organised crime, money laundering, arson or possession or supply of drugs?	Yes	No	
Is the property in Northern Ireland?	Yes	No	
Does the property require a stage build mortgage?	Yes	No	
Does the property meet the security criteria?	Yes	No	
Excluding Expat applications, do all applicants have a valid UK work visa or a statutory right to work in the UK?	Yes	No	
Do any of the applicants have Diplomatic Immunity?	Yes	No	
Have any of the applicants been party to a mortgaged property that has been repossessed in the last 6 years?	Yes	No	

## LOAN DETAILS

Loan Purpose	
First-Time Buyer	Yes No
Shared Ownership	Yes No
Housing Association (Shared Ownership only)	
Percentage being purchased (Shared Ownership only)	
Value of share (Shared Ownership only)	
Rental/Service charges (Shared Ownership only)	
Estimated Value/Purchase Price	£
Loan Amount	£
Term	years months
Repayment Type	Capital Repayment Interest Only Part & Part
Interest Only Amount (if Part & Part)	£
Will this be applicant's main residence	App 1 App 2
Product and Rate	

### Repayment Strategy Summary

Repayment Strategy	Equity in the property	Current value
Sale of Security Property	£	Not applicable
Sale of Other Property	£	Not applicable
Investments	Not applicable	£
Savings	Not applicable	£

### If purchase, please provide the source and amount of deposit

Savings	Sale of Existing Property	Sale of Shares/ Investment	Inheritance	Family Gifted Deposit	Equity Gifted Deposit	Builder Vendor Deposit	Personal/ Secured Loan	Capital raising from another property
£	£	£	£	£	£	£	£	£
Other (if other, please provide details)					Country of Deposit			

### If remortgage, how are funds being used?

Debt Consolidation	Repay Existing Mortgage	Home Improvements	Holiday	Car Purchase	Invest in / Purchase Business	Buy to Let Investment	Holiday Home	Purchase Equity
£	£	£	£	£	£	£	£	£
Redemption Costs £					Other (if other, please provide details)			

## APPLICANT DETAILS

	Applicant 1		Applicant 2	
Title				
First Name				
Middle Name				
Surname				
Date of Birth	/	/	/	/
National Insurance Number				
Estimated Retirement Age				
Gender				
Nationality				
Permanent Right to Reside in the UK	Yes	No	Yes	No
Length of Residency	Years:	Months:	Years:	Months:
Resident in the UK from birth	Yes	No	Yes	No
Diplomatic Immunity	Yes	No	Yes	No

Marital status (choose one):	Applicant 1	Applicant 2
Single		
Married		
Civil Partnership		
Divorced		
Separated		
Living with Partner		
Common Law		
Annulled Civil		
If the applicant has been known by another name in the last 6 years, please provide full details (including title)		

**Address Details & History (please provide address history to cover the last 3 years)**

<b>Current Address</b>	<b>Address Line 1</b>		
	<b>Address Line 2</b>		
	<b>County</b>		
	<b>Postcode</b>		
	<b>Length of time at this address</b>	<b>Years:                      Months:</b>	<b>Years:                      Months:</b>
	<b>Residential Status at this address (choose one)</b>	<b>Owner with Mortgage</b>	<b>Owner with Mortgage</b>
		<b>Owner without Mortgage</b>	<b>Owner without Mortgage</b>
		<b>Renting - Private Landlord</b>	<b>Renting - Private Landlord</b>
		<b>Renting - Local Authority/ Social Landlord</b>	<b>Renting - Local Authority/ Social Landlord</b>
		<b>Renting - Letting Agent</b>	<b>Renting - Letting Agent</b>
		<b>Living with Relatives</b>	<b>Living with Relatives</b>
		<b>Living with Friends</b>	<b>Living with Friends</b>

Previous Address	Address Line 1		
	Address Line 2		
	County		
	Postcode		
	Length of time at this address	Years:                      Months:	Years:                      Months:
	Residential Status at this address (choose one)	Owner with Mortgage	Owner with Mortgage
		Owner without Mortgage	Owner without Mortgage
		Renting - Private Landlord	Renting - Private Landlord
		Renting - Local Authority/ Social Landlord	Renting - Local Authority/ Social Landlord
		Renting - Letting Agent	Renting - Letting Agent
		Living with Relatives	Living with Relatives
		Living with Friends	Living with Friends

Previous Address	Address Line 1		
	Address Line 2		
	County		
	Postcode		
	Length of time at this address	Years:                      Months:	Years:                      Months:
	Residential Status at this address (choose one)	Owner with Mortgage	Owner with Mortgage
		Owner without Mortgage	Owner without Mortgage
		Renting - Private Landlord	Renting - Private Landlord
		Renting - Local Authority/ Social Landlord	Renting - Local Authority/ Social Landlord
		Renting - Letting Agent	Renting - Letting Agent
		Living with Relatives	Living with Relatives
		Living with Friends	Living with Friends

Additional Address Information	
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Additional Notes:
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## VULNERABILITIES

There are many circumstances that mean customers would like us to support them differently today, in the future, or on an ongoing basis. If they share this information with us, we'll take the time to understand their needs and work with you and them to support those needs.

We will also use the information provided to help us develop our products and support options to help improve outcomes for all our customers. No data which will identify your client will be used in these circumstances.

Characteristics of vulnerability disclosed will not be used to determine whether or not a loan can be granted.

Does the applicant have any vulnerable characteristics that may require additional support from The Mortgage Lender?	Yes	No	Prefer not to say
Does the applicant consent to disclosing this vulnerable characteristic to The Mortgage Lender?	Yes	No	
Details			

## SPECIAL REQUIREMENTS

Does the applicant require printed communication in a different format?	Yes	No		
Please select required format, if applicable	Braille	Audio	Large Print	

## EMPLOYMENT

Employment Status	Applicant 1		Applicant 2	
Employed	Yes	No	Yes	No
Self-Employed	Yes	No	Yes	No
Fixed Term Contract	Yes	No	Yes	No
Retired	Yes	No	Yes	No
Unemployed	Yes	No	Yes	No
Homemaker	Yes	No	Yes	No
More than 25% share owner or Partner with less than 4 Partners in the firm?	Yes	No	Yes	No
Employed by a family member?	Yes	No	Yes	No
Has contract previously been renewed?	Yes	No	Yes	No
Renewal of contract or alternative been secured?	Yes	No	Yes	No
<b>Employed Occupation &amp; Income</b>				
Full-time	Yes	No	Yes	No
Occupation				
Start date of employment (mm/yy)	/		/	
Basic salary (annual income)	£		£	
Overtime	£		£	
Commission	£		£	
Bonus	£		£	
Car allowance	£		£	
Other allowances	£		£	
<b>Does the applicant have any deductions from their salary?</b>				
Deduction Type	Monthly Amount			
Student Loan	£		£	
Pension	£		£	
Other gross deductions	£		£	
<b>Previous Employment (if current employment is less than 12 months)</b>				
Occupation				
Start date (mm/yy)	/		/	



## EMPLOYMENT

Secondary Income - Secondary Employment Status	Applicant 1		Applicant 2	
Employed	Yes	No	Yes	No
Self-Employed	Yes	No	Yes	No
Fixed Term Contract	Yes	No	Yes	No
Retired	Yes	No	Yes	No
Unemployed	Yes	No	Yes	No
Homemaker	Yes	No	Yes	No
More than 25% share owner or Partner with less than 4 Partners in the firm?	Yes	No	Yes	No
Full time	Yes	No	Yes	No
Fixed contract?	Yes	No	Yes	No
Has contract previously been renewed?	Yes	No	Yes	No
Renewal of contract or alternative been secured?	Yes	No	Yes	No
Secondary Occupation & Income				
Full-time	Yes	No	Yes	No
Occupation				
Start date of employment (mm/yy)	/		/	
Basic salary (annual income)	£		£	
Overtime	£		£	
Commission	£		£	
Bonus	£		£	
Car allowance	£		£	
Other allowances	£		£	
Does the applicant have any deductions from their salary?				
Deduction Type	Monthly amount			
Student Loan	£		£	
Pension	£		£	
Other gross deductions	£		£	

**Self-Employment - please provide your confirmed income for at least 1 year (please provide 2 years of confirmed income if available)**

	Applicant 1	Applicant 2
Ownership Type		
Occupation		
Industry		
Date Commenced Trading (mm/yy)		
Percentage of Business Owned	%	%
SA302 Income OR Directors Salary		
Year ending (mm/yy)		
Share of profit before tax		
Year ending (mm/yy)		

**Other Sources of Income**

Investment	£	£
Dividends/Drawings	£	£
Pension (Private / Company / State)	£ / /	£ / /
Maintenance	£	£
Child Benefit	£	£
Working Tax Credit / Child Tax Credit / Universal Credit equivalent	£	£
Other (Please provide details)		

**Lending into Retirement (if the loan extends beyond retirement, please complete the following sections)  
Source of Income (Retired)**

State Pension	£	£
Private Pension	£	£
Investment Income	£	£
Other (Please provide details)		

Does the applicant foresee any changes in the level of their income or expenditure which may affect their ability to meet mortgage repayments? If yes, please provide details below:

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## COMMITMENTS

Credit Commitments for joint applicants - if mortgages or other commitments are shared the information should be given only once			
Monthly Rental Commitment (if applicable)	£		£
Current Residential Mortgages			
To be redeemed on completion	Yes	No	Yes No
Reasons for not redeeming on completion			
Property to be let	Yes	No	Yes No
Property Unencumbered	Yes	No	Yes
Other (provide details)			
Monthly residential mortgage repayment	£		
Residential mortgage balance outstanding	£		
Estimated value of current residential property	£		
Current mortgage lender			
Account number			
Mortgage & Secured Loan History			
Does the applicant have any other Mortgages or Secured Loans (not BTL)?	Yes		No
Outstanding Balance (for each loan)	£		
Monthly Payment (for each loan)	£		
End Date (for each loan)			
Repay on Completion	Yes		No

Store/Credit Cards								
Applicant	Card Provider	Last 4 digits of card number	Balance	To be repaid on completion?		Sources of funds for repayment		
			£	Yes	No			
			£	Yes	No			
			£	Yes	No			
Loan & Hire Purchase								
Applicant	Lender	Account No	Balance	Monthly Payments	End Date (mm/yy)	To be repaid on completion?		Sources of funds for repayment
			£		/	Yes	No	
			£		/	Yes	No	
			£		/	Yes	No	
Mail Order accounts								
Applicant	Lender	Account No	Balance	Monthly Payments	End Date (mm/yy)	To be repaid on completion?		Sources of funds for repayment
			£		/	Yes	No	
			£		/	Yes	No	
			£		/	Yes	No	
Debt management plans								
Applicant	Lender	Account No	Balance	Monthly Payments	End Date (mm/yy)	To be repaid on completion?		Sources of funds for repayment
			£		/	Yes	No	
			£		/	Yes	No	
			£		/	Yes	No	
Other commitments (non-lifestyle)								
	Applicant 1				Applicant 2			
Commitment type	Monthly payment		End date (mm/yy)		Monthly payment		End date (mm/yy)	
Maintenance/Alimony	£		/		£		/	
School Fees	£		/		£		/	
Child Care	£		/		£		/	
Court Fines	£		/		£		/	
Ground Rent Charges	£		/		£		/	

Buy to Let	Applicant 1	Applicant 2
Does the applicant own any investment/buy-to-let properties?		
Total number of properties		
Estimated value of portfolio	£	£
Total outstanding balance of mortgages	£	£
Total monthly portfolio rental income	£	£
Total monthly portfolio mortgage payments	£	£
Is the portfolio managed by an agent on the applicant's behalf?	Yes                      No	Yes                      No

Dependants for all applicants		
No. of non-applicant adult dependants		
No. of child dependants over 5 years of age		
No. of child dependants under 5 years of age		

## PROPERTY DETAILS:

If TML instruct a valuation on submission of the full mortgage application this will be a standard valuation. If the borrowers require a Home Buyer or full structural report, this will have to be organised independently.

Property Address					
Address Line 1					
Address Line 2					
Address Line 3					
County					
Postcode					
Property Description					
House	Bungalow	Flat	Studio Flat	Maisonette	Other
Property Type					
Detached	Semi-detached	End Terraced	Mid Terraced	Back to Back	Other
Certificate Type (if less than 10 years old)					
NHBC	Zurich Municipal	Building Life Plan Scheme	Premier Guarantee	Architects Certificate	No warranty
Other					
Rooms					
No. of Kitchens		No. of Bathrooms		No. of Bedrooms	
Tenure					
Freehold	Leasehold		Commonhold	Heritable	

Type of Purchase						
Private	Purchase from Local Authority	Purchase from Housing Association	Purchase at Auction	Purchase from Landlord as Tenant	Purchase from Builder	Purchase from Relative
Years remaining on lease (if applicable)						
Number of storeys in building (Flats/Apartments)						
Floor number of flat (Flats/Apartments)						
Does property have a lift?			Yes		No	
Is property a new build?			Yes		No	
Year of construction						
Is the property connected to or above a commercial property? (If yes, please provide details)			Yes	Details		No
Is any of the property to be used for commercial purposes? (If yes, for what type of business?)			Yes	Details		No
Standard construction?			Yes	Details		No
Is the property ex-social housing?			Yes		No	
Does the property include more than three acres of land?			Yes		No	
EPC rating						

TML Fees	Added to Loan	
Completion Fee	Yes	No
Telegraphic Transfer Fee	Yes	No

Other Fees	Intermediary Fee	Specialist Distributor Fee
Fee Amount	£	£
When payable (tick appropriate)	On Application	On Application
	On Offer	On Offer
	On Completion	On Completion
How payable?	Paid to Broker	Paid to Packager
Refundable amount	£	£

Contact Details	Applicant 1	Applicant 2
Home Telephone Number		
Work Telephone Number		
Mobile Telephone Number		
Email Address		

### Keeping your client informed

The Mortgage Lender and its group of companies would like to keep your client informed of products, services, and member offers that we consider relevant to them. We will not share their information with external companies for the purpose of marketing.

To confirm whether or not your client wishes to be contacted by a particular method, please select 'Yes' or 'No' in the boxes below:

	Applicant 1		Applicant 2	
Please contact by phone	Yes	No	Yes	No
Please contact by mail	Yes	No	Yes	No
Please contact by email	Yes	No	Yes	No
Please contact by SMS	Yes	No	Yes	No

Current Employment Contact Details	Applicant 1	Applicant 2
Company Name		
Address 1	Yes	No
Address 2		
Address 3		
Postcode		
Telephone Number		
Employed by a family member?		



Self-Employment Contact Details	Applicant 1	Applicant 2
Company Name		
Telephone Number		
Address 1		
Address 2		
Address 3		
Postcode		
Accountant used to prepare accounts?	Yes      No	Yes      No
Accountant Company		
Accountant Contact Name		
Accountant Qualification		
How long has the Accountant acted for the applicant?	Years      Months	Years      Months
Accountant Address 1		
Accountant Address 2		
Accountant Address 3		
Accountant Postcode		
Landlord Details	Applicant 1	Applicant 2
Landlord Name		
Address 1		
Address 2		
Address 3		
Postcode		
Date Tenancy Commenced	/    /	/    /

## Arrangements for Property Access

Provide details for the valuer to gain access to inspect the property:

Contact Name	
Contact Type (Applicant, Builder, Vendor)	
Telephone Number	
Any additional access information	
Email address	

## Other Occupants

Upon completion, will there be any other occupants living at the property who are aged 17 or over?	Yes	No
If yes:	Occupant 1	Occupant 2
Name(s)		
Date of Birth	/ /	/ /
Relationship to applicant		
Name(s)		
Date(s) of Birth		
Relationship to applicant		

## CONVICTIONS

	Applicant 1	Applicant 2
Do the applicants have any criminal convictions other than those which are spent under the Rehabilitation of Offenders Act 1974 (or equivalent), or any pending prosecutions relation to any aspect of dishonesty, such as theft, robbery, fraud, or arson; which may have bearing on your future employment or likely conduct of the mortgage?	Yes No	Yes No

## SOLICITOR DETAILS

TML operates a solicitor panel and will appoint a solicitor to act on both its behalf and on behalf of the applicant. If the applicant wishes separate legal representation to act on their behalf, full details of the solicitor acting on behalf of the applicant should be captured. By choosing to have separate legal representation, the applicant(s) will be liable for both sets of legal fees.

Does the applicant wish to use The Mortgage Lender appointed solicitor? If no, please provide the applicant's solicitor details below.

Yes

No

Solicitor's Firm Name

Solicitor's Name

Address 1

Address 2

Postcode

Contact Telephone Number

Fax Number

Email Address

DX Number

### Customer Direct Debit Details

Bank Sort Code

Account Number

Account Holder Name

Additional Notes:

**INTERMEDIARY ENQUIRIES 0344 257 0418**  
**WWW.THEMORTGAGELENDER.COM**

For intermediary use only

**THANKS**  
**FOR YOUR TIME.**