

Intermediary Data Capture Form

Submission details

What level of advice is being provided

Advised Non advised

Is the Application being submitted via a Mortgage Club

Yes No

Mortgage Club _____

Number of Applicants

1 2 3 4

Type of Applicant

Personal Limited company

About the loan

Purpose of loan Purchase Remortgage*

First Time Buyer Yes No

Estimated value/Purchase price £ _____

Loan amount £ _____

Anticipated monthly rental income £ _____

Mortgage Term _____ years

Repayment type

Interest Only Capital Repayment Part/Part*

*If Part/Part Interest only amount £ _____

Source of deposit

Builder incentive £ _____

Vendor incentive £ _____

Tenants incentive scheme £ _____

Gifted - Family £ _____

Gifted - Other £ _____

Equity £ _____

Saving £ _____

Additional borrowing £ _____

Other £ _____

Will the property be occupied by the applicant or their immediate family? Yes No

*If Remortgage Capital raising purpose

Does the applicant require any additional borrowing over and above their current mortgage? Yes* No

*If Yes Purpose of additional borrowing

Car Purchase £ _____

Debt Consolidation £ _____

Gambling Debt £ _____

Holiday £ _____

Home Improvements £ _____

Pay Tax £ _____

Other: _____ £ _____

About the Limited Company (if applicable)

Limited company name

Is the registered address the same as
the correspondence address

Yes

No

Registered number

Date of incorporation

Limited company address

Postcode

Correspondence Address

Postcode

Applicant

Role within business

% Shareholding

Applicant 1

Applicant 2

Applicant 3

Applicant 4

About the Applicants

Applicant 1

Title Mr Mrs Miss Ms Dr

First name _____

Middle name(s) _____

Surname _____

Date of birth dd / mm / yyyy

Anticipated/Actual retirement age _____

Nationality _____

Right to reside in the UK Yes No

Length of residency in the UK _____ years _____ months
from birth

Time with bank _____ years _____ months

Marital status
Single Married
Separated Divorced
Widow Civil Partnership

Home telephone number _____

Work telephone number _____

Mobile telephone number _____

National insurance number
(Required for DIP)

Has the applicant been known by any other name in the last 6 years? Yes* No

*If yes

Previous title Mr Mrs Miss Ms Dr

Previous first name _____

Previous middle name(s) _____

Previous surname _____

Applicant 2

Title Mr Mrs Miss Ms Dr

First name _____

Middle name(s) _____

Surname _____

Date of birth dd / mm / yyyy

Anticipated/Actual retirement age _____

Nationality _____

Right to reside in the UK Yes No

Length of residency in the UK _____ years _____ months
from birth

Time with bank _____ years _____ months

Marital status
Single Married
Separated Divorced
Widow Civil Partnership

Home telephone number _____

Work telephone number _____

Mobile telephone number _____

National insurance number
(Required for DIP)

Has the applicant been known by any other name in the last 6 years? Yes* No

*If yes

Previous title Mr Mrs Miss Ms Dr

Previous first name _____

Previous middle name(s) _____

Previous surname _____

Residential address details

Applicant 1

Current address _____

Postcode _____

Residential status

Owner - Mortgaged* Owner - Unencumbered
Renting - Privately Renting - Local Authority/
Housing Association
Living with family/friends Tied Accommodation

From mm/yyyy to mm/yyyy

If current address is less than 3 years ago

Previous address _____

Postcode _____

Previous Residential status

Owner - Mortgaged* Owner - Unencumbered
Renting - Privately Renting - Local Authority/
Housing Association
Living with family/friends Tied Accommodation

From mm/yyyy to mm/yyyy

*If Owner Mortgaged

Will the current mortgage be redeemed on completion

Yes No*

*If no

Reason for not redeeming on completion

Name of current lender _____

Applicant 2

Current address _____

Postcode _____

Residential status

Owner - Mortgaged* Owner - Unencumbered
Renting - Privately Renting - Local Authority/
Housing Association
Living with family/friends Tied Accommodation

From mm/yyyy to mm/yyyy

If current address is less than 3 years ago

Previous address _____

Postcode _____

Previous Residential status

Owner - Mortgaged* Owner - Unencumbered
Renting - Privately Renting - Local Authority/
Housing Association
Living with family/friends Tied Accommodation

From mm/yyyy to mm/yyyy

*If Owner Mortgaged

Will the current mortgage be redeemed on completion

Yes No*

*If no

Reason for not redeeming on completion

Name of current lender _____

Employment status

Applicant 1

- Employed Self employed sole trader
- Self employed partnership Fixed Term contract Sub
- Limited Company Director (≥ 25% shareholding) Contractor
- Retired Not Working

Applicant 2

- Employed Self employed sole trader
- Self employed partnership Fixed Term contract Sub
- Limited Company Director (≥ 25% shareholding) Contractor
- Retired Not Working

You will need to supply the following documents:

Employment	Pay Slip	SA302	Other
Employed	3 months	--	P60 (If required)
Fixed Term Contractor	3 months	--	P60 (If required)
Self Employed (Sole Trader)	--	Latest	--
Self Employed (Partnership)	--	Latest	--
Sub-Contractor	3 months	--	--
Ltd. Co. Director	--	Latest	--
Retired	--	Latest Pension Statement	

If Employed, Fixed Term Contract or Sub Contractors

Applicant 1

Full time Yes No

Company name _____

Job title _____

Start date / /

Is the position permanent Yes No

Is the contract likely to be renewed Yes No

Current contract end / /

date Income

Basic Salary £ _____

Allowance £ _____

Overtime £ _____

Commission £ _____

Bonus £ _____

Dividend Income £ _____

Applicant 2

Full time Yes No

Company name _____

Job title _____

Start date / /

Is the position permanent Yes No

Is the contract likely to be renewed Yes No

Current contract end / /

date Income

Basic Salary £ _____

Allowance £ _____

Overtime £ _____

Commission £ _____

Bonus £ _____

Dividend Income £ _____

If Employed, Fixed Term Contract or Sub Contractors continued

Applicant 1

Place of work _____

Company Postcode _____

Applicant 2

Place of work _____

Company Postcode _____

If current employment is less than 3 years ago

Job 1

Employed Self employed sole trader
Self employed partnership Fixed Term contract
Limited Company Director Sub Contractor
(≥ 25% shareholding)
Retired Not Working

If current employment is less than 3 years ago

Job 1

Employed Self employed sole trader
Self employed partnership Fixed Term contract
Limited Company Director Sub Contractor
(≥ 25% shareholding)
Retired Not Working

Company name _____

Job title _____

Start date mm/yyyy End date mm/yyyy

Job 2

Employed Self employed sole trader
Self employed partnership Fixed Term contract
Limited Company Director Sub Contractor
(≥ 25% shareholding)
Retired Not Working

Company name _____

Job title _____

Start date mm/yyyy End date mm/yyyy

Job 2

Employed Self employed sole trader
Self employed partnership Fixed Term contract
Limited Company Director Sub Contractor
(≥ 25% shareholding)
Retired Not Working

Company name _____

Job title _____

Start date mm/yyyy End date mm/yyyy

Company name _____

Job title _____

Start date mm/yyyy End date mm/yyyy

Secondary Employment

Applicant 1

Employed Self employed sole trader
Self employed partnership Fixed Term contract
Limited Company Director Sub Contractor
(≥ 25% shareholding)
Retired Not Working

Employment Details Full time Part time

Company name _____

Job title _____

Start date /

Is the position permanent Yes No

Income

Basic Salary £ _____

Allowance £ _____

Overtime £ _____

Commission £ _____

Bonus £ _____

Dividend Income £ _____

Latest year £ _____ /

Previous £ _____ /

Company address _____

Post code _____

Applicant 2

Employed Self employed sole trader
Self employed partnership Fixed Term contract
Limited Company Director Sub Contractor
(≥ 25% shareholding)
Retired Not Working

Employment Details Full time Part time

Company name _____

Job title _____

Start date /

Is the position permanent Yes No

Income

Basic Salary £ _____

Allowance £ _____

Overtime £ _____

Commission £ _____

Bonus £ _____

Dividend Income £ _____

Latest year £ _____ /

Previous £ _____ /

Company address _____

Post code _____

If Retired

Pension Income Yes No

(Gross annual amount) £ _____

Service Widows Occupational Other

Pension Income Yes No

(Gross annual amount) £ _____

Service Widows Occupational Other

If Self employed or Limited Company Director

Applicant 1

Accountant used Yes No

Accountant contact name _____

Accountant address

Accountant telephone number _____

Accountant email address _____

Company name _____

Nature of business _____

Date commenced trading /

Basic Salary £ _____

Allowance £ _____

Overtime £ _____

Commission £ _____

Bonus £ _____

Dividend Income: £ _____

Percentage of business owned _____ %

Net Profit / Dividends _____ Year ending
(most recent year first)

_____ Year ending

Company address

Company postcode _____

Applicant 1

Accountant used Yes No

Accountant contact name _____

Accountant address

Accountant telephone number _____

Accountant email address _____

Company name _____

Nature of business _____

Date commenced trading /

Basic Salary £ _____

Allowance £ _____

Overtime £ _____

Commission £ _____

Bonus £ _____

Dividend Income: £ _____

Percentage of business owned _____ %

Net Profit / Dividends _____ Year ending
(most recent year first)

_____ Year ending

Company address

Company postcode _____

Income

Applicant 1

Are any of the declared incomes likely to reduce within the foreseeable future Yes No

Applicant 2

Are any of the declared incomes likely to reduce within the foreseeable future Yes No

Property Portfolio

Total number of properties _____

Estimated value of property £ _____

Total outstanding balance of mortgages £ _____

Total monthly portfolio rental income £ _____

Total monthly portfolio mortgage payments £ _____

Total number of properties _____

Estimated value of property £ _____

Total outstanding balance of mortgages £ _____

Total monthly portfolio rental income £ _____

Total monthly portfolio mortgage payments £ _____

Adverse details

Applicant 1

Has the applicant ever been in arrears

Yes No

Mortgage Credit card Unsecured loan
Secured loan Hire purchase

Highest number of missed payments in last 3 years _____

Has the applicant ever had a default registered

Yes No

Date Registered / / / / /

Amount £ _____

Date Satisfied / / / / /

Has the applicant ever had a County Court Judgment registered

Yes No

Date Registered / / / / /

Amount £ _____

Date Satisfied / / / / /

Has the applicant ever been subject to an individual voluntary arrangement

Yes No

Date of IVA / / / / /

Date Satisfied / / / / /

Has the applicant ever been made bankrupt

Yes No

Date of bankruptcy order / / / / /

Date bankruptcy discharged / / / / /

Has the applicant ever had a property repossessed

Yes No

Date of repossession / / / / /

Has the applicant at anytime had a criminal conviction

Yes No

Conviction Type

Conditional Discharge Probationary Orders
Fine Compensation Order
Community License Prison Sentence

Date of conviction / / / / /

Applicant 2

Has the applicant ever been in arrears

Yes No

Mortgage Credit card Unsecured loan
Secured loan Hire purchase

Highest number of missed payments in last 3 years _____

Has the applicant ever had a default registered

Yes No

Date Registered / / / / /

Amount £ _____

Date Satisfied / / / / /

Has the applicant ever had a County Court Judgment registered

Yes No

Date Registered / / / / /

Amount £ _____

Date Satisfied / / / / /

Has the applicant ever been subject to an individual voluntary arrangement

Yes No

Date of IVA / / / / /

Date Satisfied / / / / /

Has the applicant ever been made bankrupt

Yes No

Date of bankruptcy order / / / / /

Date bankruptcy discharged / / / / /

Has the applicant ever had a property repossessed

Yes No

Date of repossession / / / / /

Has the applicant at anytime had a criminal conviction

Yes No

Conviction Type

Conditional Discharge Probationary Orders
Fine Compensation Order
Community License Prison Sentence

Date of conviction / / / / /

About the property

Has the applicant already found a property Yes No

Property address _____

Postcode _____

If Re-mortgage

Date of original purchase / /

Property description

House Bungalow
 Flat/Maisonette - Purpose Bedsit
 Built House converted to flats Flat/Maisonette - Converted
 Studio Flat Other
 HMO

Property type

Detached Semi Detached
 End Terraced Mid terraced Other

No of storeys in building _____

Floor which flat is situated

Basement Ground Floor Mezzanie Floor Number _____

Does the building have a lift Yes No

Is the property a new build or converted in the last 12 months Yes No

Year of construction

Certificate type _____ (NHBC Zurich etc)

Is property of standard construction Yes No

Number of bedrooms _____

Number of kitchens _____

Number of reception rooms _____

Number of bathrooms _____

Number of garages _____

Type of sale

Purchasing from Builder
 Purchasing from Landlord or Sitting tenant
 Purchasing from relative
 Via estate agent
 Direct from Vendor
 Private sale from/to company

Tenure

Freehold Leasehold*
 Commonhold Flying Freehold %
 Former Feudal

*If Leasehold

Number of years remaining on lease _____

Is the property connected to or above a commercial property

Yes No

Is any of the property to be used for business purposes

Yes No

Percentage of property used for business

_____ %

Was the property owned by the Local Authority

Yes No

Is the applicant buying the property directly from the Local Authority

Yes No

Is the property subject to agricultural restrictions

Yes No

Does the property include more than 3 acres of land

Yes* No

*If Yes

Number of acres _____

Product details

Product _____

Product term _____ years

Product type Fixed Tracker

Product rate _____ %

Intermediary fees

Are any intermediary fees payable for this application

Yes No

When payable

Application

Offer

Completion

Type _____

Amount £ _____

Refundable amount £ _____

Lender fees

Completion fee added to the loan Yes No

Telegraphic transfer fee added to the loan Yes No

Property contact details

Vendor name _____

Contact for valuation

Telephone number _____

Vendor Selling agent

Applicant Other

Is there a selling agent involved in this transaction Yes No

Contact name _____

Selling agents name _____

Contact telephone number _____

Contact name _____

Additional access information

Telephone number _____

Solicitor details

Fleet mortgages operates a restricted panel of solicitors, please refer to our approved panel of solicitors.

Solicitor company name

Address

Solicitor contact name

Postcode

Bank details

The following circumstances are acceptable:

A mandate drawn on the applicant(s) personal account.

Where the application is in the name of a Limited Company, a mandate drawn on the Limited Company or guarantor(s) account.

The following circumstances are unacceptable:

A mandate drawn on a personal account solely in the name of a non-borrowing individual.

A mandate drawn on a business account for a non-borrowing individual.

A signed direct debit mandate must be received prior to completion.

Sort code

Account number

Bank name

Address

Post Code

Account Holder Name

Additional information relevant to the application
