

## 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

Correspondence Address

Postcode

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	Payslip	SA302	Other
Fixed Term Contractor (Employed)	Latest payslip(s) covering 1 month	--	P60 (if required)
Self Employed (Sole Trader)	Latest 1 year tax calculation	Latest	--
Self Employed (Partnership)	Latest 1 year tax calculation	Latest	--
Self Employed/Subcontractors	Latest 1 year tax calculation	Latest	--
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 mm / yyyy

Is the position permanent Yes  No

Is the contract likely to be renewed Yes  No

Current contract end mm / yyyy

#### date Income

Basic Salary £ \_\_\_\_\_

Allowance £ \_\_\_\_\_

Overtime £ \_\_\_\_\_

Commission £ \_\_\_\_\_

Bonus £ \_\_\_\_\_

Dividend Income £ \_\_\_\_\_

### Applicant 2

Full time Yes  No

Company name \_\_\_\_\_

Job title \_\_\_\_\_

Start date mm / yyyy

Is the position permanent Yes  No

Is the contract likely to be renewed Yes  No

Current contract end mm / yyyy

#### 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

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Address

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Solicitor contact name

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Postcode

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## 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

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Account number

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Bank name

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Address

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Post Code

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Account Holder Name

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## Additional information relevant to the application

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