

Buy-to-Let Additional Security Form

Effective 25th May 2018



Section 1 - Additional Security Property

- 1.1 Name of Applicant(s)
- 1.2 Existing Application No(s).

Please Note

This is an additional security property form only. Please complete the relevant questions that have changed since the original application. Please email the completed Data Encrypted form with supporting information to documentsubmissions@monbs.com

INTERMEDIARY DETAILS:

- 1.3 Name
- 1.4 Address
- 1.5 Email Address
- 1.6 Telephone Number
- 1.7 FCA Number
- 1.8 Level of Advice (please tick) Advised Non Advised
- 1.9 Amount of fee the applicant will pay you for arranging this mortgage (Enter nil if no fee is being charged)? £
- 1.10 When is this fee payable? On application On offer On completion

If your contact details for this case have changed please confirm

- 1.11 New Intermediary Contact Telephone Number/Email
- 1.12 Intermediary Network FCA No.(if changed)

Change to Property details - please complete sections below:

NB: this form must be signed by the adviser/arranger who signed the declaration on the initial mortgage application form.

Adviser Declaration:

I confirm that I am acting on behalf of the applicants and have their permission to access their information.

Adviser Name

I confirm that to the best of my knowledge, the information contained in this application is true and accurate.

Adviser Signature

Date

Section 2 - Property Details

- 2.1 Do you currently/will you upon completion of this mortgage own 4 or more mortgaged rental properties? Yes No
- If yes, how many of your rental properties are currently mortgaged with: A) Monmouthshire Building Society B) All other lenders
- 2.2 Type of property House Flat/maisonette Bungalow
- 2.3 Description of the Property Detached Semi-detached Mid Terraced End Terraced
- 2.4 Does the property have a garage? Yes No
- 2.5 If yes, does it form part of the title? Yes No
- 2.6 Is the property next to or above retail/business premises? Yes No
- If 'Yes', we may not be able to proceed with your application – please give details and refer to us or your Adviser

Position of premises in relation to your property:

Type of premises

Property Details (all property types)

2.7 What is the tenure of the property?

Leasehold Commonhold Freehold

If leasehold, please give details

Remaining term

Maintenance Charge

Ground rent per year £

The Society will lend on leasehold properties with a minimum of 80 years remaining on the lease at the time of completion.

2.8 Please give details of the accommodation.

Please note that enSuites without a bath, and shower rooms, don't count as bathrooms. Outbuildings are buildings like detached workshops, stables and barns

Number of living rooms Number of bedrooms Number of kitchens

Number of bathrooms Number of separate toilets Number of outbuildings

Other

2.9 Are the walls and roof of a standard construction?

For a comprehensive list of acceptable construction types, please visit www.mbs-intermediaries.com.

Yes No

2.10 Full address of the property to be mortgaged

Post Code

2.11 When was the property built? If you don't know the exact year, please give the approximate year that it was built

2.12 Does the property comprise more than one self-contained unit?

Yes No If Yes, how many units

2.13 Please confirm tenancy details

Single family unit Student Let Professional Individuals

Others (please specify) Number of tenants

2.14 Is the property currently let on, or will it be let on, an Assured Shorthold Tenancy?

If No, please advise the type of tenancy and the name of the tenant

Yes No

2.15 Is the property currently defined, or will it be defined, as a house in multiple occupation (HMO) and subject to local authority licensing?

Yes No

2.16 Please confirm the estimated gross monthly rental income. Remortgage - state actual monthly rent received

2.17 Where existing tenancies are in place at completion, Buy-to-Let applicants who take deposits in their capacity as a Landlord are required to provide evidence that a statutory Tenancy Deposit Scheme (TDS) is in place.

Where Buy-to-Let applicants are purchasing a property with the intention of letting but who have no tenant in place at the time of completion, evidence of the Tenancy Deposit Scheme will be required by the Society within six months of completion.

If you intend collecting deposits from tenants in your capacity as landlord, please indicate which Tenancy Deposit Scheme you will be using. Alternatively, please state which Letting Agent will deal with deposit and rent collection on your behalf

2.18 If this is a new build property, are you getting any discounts or incentives as part of the package?

Yes No

If 'Yes', please give details:

2.19 Please give the name of the builders who built, or are building the property

2.20 Are these builders registered with the NHBC or Buildzone scheme?

Yes No

If not NHBC or Buildzone, please state the scheme used

If no, please give details of the chartered architect or chartered surveyor who supervised, or are supervising the build

2.21 Is this a former or current Local Housing Authority or Housing Association property?

Yes No

Questions 2.22 to 2.23 are only applicable to flats and maisonettes

2.22 If the flat/maisonette is in a block, please give details

Number of flats in block Number of storeys in block On what floor is the flat

2.23 Is the property
(If the property is a studio, we may not be able to proceed with your application – please refer to us or your Adviser)

Converted Purpose built Studio
Maisonette

Section 3 - Loan Requirements

3.1 Purchase Price/Estimated Valuation £

3.2 Deposit (if applicable) £

3.3 Loan Required £

3.4 Source of Deposit
(The Society may ask for proof)

3.5 Sale at undervalue i.e. family discount, Shared Ownership, Part Exchange/Builder's Incentive, vendor cashback
Other (please explain)

Sale at undervalue i.e. Family discount Shared ownership Part Exchange/Builder's incentive Vendor Cashback

3.6 Total incentive £

3.7 Do you envisage carrying out any improvements to the property? Yes No

(if 'Yes' please give details of the improvements and how they will be funded)

3.8 PRODUCT CODE	Existing Borrowers only: Are you transferring this Product? YES/NO	Amount of loan on CAPITAL & INTEREST	Amount of loan INTEREST ONLY	TOTAL	MORTGAGE REPAYMENT TERM Years
<input type="text"/>	<input type="checkbox"/> <input type="checkbox"/>	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="checkbox"/> <input type="checkbox"/>	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="checkbox"/> <input type="checkbox"/>	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>	<input type="text"/>

3.9 Product fee
(if applicable to the product terms) £

3.10 If the product fee is to be added to the mortgage loan, has this been agreed by the applicant(s) Yes No

3.11 If you have selected any element of the loan on interest only, please give details of how you intend to repay the capital. Please note: you will be required to provide evidence except where 'sale of the mortgaged property' is chosen.

Section 4 - Valuation and Inspection

The Society is legally obliged to obtain a Valuation Report to determine the value of your house for mortgage purposes. Since the valuer's inspection will be limited you are strongly advised, for your own protection, to obtain a fuller inspection and report. Details are provided in the Society's Mortgage Guide Leaflet and Mortgage Services Tariff. If you wish to obtain a fuller report, please indicate below the type required. All applicants must pay the appropriate fee for the Society's Valuation Report for mortgage purposes.

Homebuyers Report & Mortgage Valuation

Building Survey & Mortgage Valuation

Please note: The Homebuyers Report or Building Survey Report are fuller inspection reports undertaken at your request by an appointed surveyor and this is a contract between you and the surveyor and not the Society.

4.1 Name of estate agent selling the property,
or of the Seller if a private sale.

Tel. No.

Mobile No.

4.2 Address of estate agent, or seller

Tel. No. Post Code

Mobile No.

FEE PAYMENT

Valuation Fee £

Product Fee £

Total Fees £

PAYMENT METHOD

You can either pay by debit/credit card on our website at www.monbs.com/pay or over the phone by calling 01633 844 444.

If you would prefer to be contacted for payment, please indicate below and we will contact you.

Please contact me by telephone:

Daytime contact number:

Please indicate the best time for us to contact you: Morning Afternoon

PLEASE READ AND SIGN THE DECLARATION OVERLEAF >>>

Section 5 - Declaration (PLEASE READ CAREFULLY AND SIGN)

- 1 I/We agree to become bound and abide by the Rules of the Society.
- 2 I/We declare that I am/we are aged 18 or over and that in applying for this loan on the property described in this application, I/we declare that all the information provided herein is, to the best of my/our knowledge, accurate and complete and, that it will form the basis of any Offer of Advance by the Society and any Insurance made by the Society's insurer's.
- 3 If I/we give you false or inaccurate information and you suspect fraud, you will record this. You may pass information to the police and authorities involved in fraud prevention to protect yourselves and your customers from theft and fraud. You may decide to decline my/our application.
- 4 I/we undertake to notify the Society of any changes in my/our circumstances e.g. redundancy, change of employment, relationship breakdown, serious illness or injury etc. which arise following the completion of this form.
- 5 I/We understand that the Society will not make an Offer of Advance and will not return any fees if the property or references are unsatisfactory. I/We understand that the payment of fees will not bind the Society to grant any advance.
- 6 It has been recommended that I/we obtain a fuller inspection and report on the proposed property and not to rely solely on the Society's Valuation Report, when deciding whether or not to proceed. If I/We have chosen the valuer's report, I/we understand that it is only for the use of the Society to enable it to decide whether the property is a suitable security for any advance made and does not imply that the price paid is reasonable. I/We also understand that the valuer's report is not a detailed survey and cannot be relied upon to reveal any faults or defects to the property nor that the property is constructed of sound materials. I/We understand that no responsibility is accepted by the Society or its valuer for any omissions, conclusions, or the accuracy or validity of any statements or opinions made or implied in the valuation report. I/We understand that the valuer's report is not a structural survey and that if a structural survey is required it must be obtained independently at my/our expense.
- 7 If applicable, I/we may have to show where the money for the deposit on the property I/we am/are buying came from.
- 8 I/we understand that the first named applicant shall be the representative joint borrower entitled to exercise the rights of membership.
- 9 From 30 June 2000 all new customers applying for a mortgage [or opening a savings account] which confers membership of the Society, are required to agree to assign any windfall conversion benefits to which they might become entitled, to The Monmouthshire Building Society Charitable Foundation. This agreement will continue for a period of 5 years from the date the new customer becomes a shareholding member. The Monmouthshire Building Society Charitable Foundation has been established to act as a channel for the Society's charitable activities within the local community. Existing shareholding members as at 30 June 2000 who have continuously maintained a shareholding are not affected by this change. Full details of this agreement can be found on the Society website www.monbs.com
- 10 I/we understand that the Society will keep any commission, fees or allowances which, become due to it from insurers.
- 11 Not applicable to further advances - I/we confirm that the deposit towards the purchase price, stamp duty, legal and other fees and charges will be provided by me/us without recourse to additional borrowing unless already known to and agreed in writing with the Society beforehand.
- 14 I/we authorise my/our solicitor to disclose to the Society all information relevant to the Society's decision to lend and I/we waive any right to claim Solicitor/Client confidentiality or legal privilege in respect of such information.
- 15 The personal information we have collected from you will be shared with Fraud Prevention Agencies who will use it to prevent fraud and money-laundering and to verify your identity. If fraud is detected, you could be refused certain services, finance or employment. Further details of how your information will be used by us and these Fraud Prevention Agencies, and your data protection rights, can be found in our Privacy Notice available from all branches and on our website at www.monbs.com/privacy
- 16 If you apply for a mortgage we will supply your personal information to Credit Reference Agencies and they will provide us with information about your financial situation and history. They will keep a record of each search, even if your application is not successful, and this could affect your ability to get credit from other organisations within a short period of time. The identities of the Credit Reference Agencies, their role also as Fraud Prevention Agencies, the data they hold, the ways in which they use and share personal information, their data retention periods and your data protection rights with them are explained in our 'Credit Reference Agency Information Notice' available from all branches and on our website at www.monbs.com/privacy
- 17 In making your application, you acknowledge that you have received and read the summary of our full Privacy Notice contained in our 'Important Information About Your Personal Data' leaflet. Our full Privacy Notices are available from all our offices and on our website at www.monbs.com/privacy

Marketing Opt Out

The Society would like to provide you with information on our products and services unless you opt out of receiving this information. Please note the Society will continue to provide you with regulatory and service communications even if you have opted out.

I do not wish to receive information on products and services by the following channels:

- Applicant 1: Mail Telephone Electronic means
- Applicant 2: Mail Telephone Electronic means

Use of my information

- 12 I/we consent to the Society making enquiries with any other person or body which it considers necessary as part of its assessment and underwriting of this application, and I give my/our consent and instruct such other person or body to give a full and accurate reply to the Society.
- 13 I/we authorise the Society to supply a copy of the Offer of Advance and to provide any other information about my/our application and any subsequent loan advanced by the Society to an insurer, where any general, life or pension policy forms part of the loan agreement or any intermediary who submits this application on my/our behalf if so requested by them.

All applicants (including Guarantors*) to sign

Guarantors are strongly advised to obtain legal advice from a solicitor independent of the borrower(s) and the lender. Signature

Applicant 1	Applicant 2/Guarantor*
Signature <input style="width: 100%; height: 30px;" type="text"/>	Signature <input style="width: 100%; height: 30px;" type="text"/>
Print name in full <input style="width: 100%; height: 20px;" type="text"/>	Print name in full <input style="width: 100%; height: 20px;" type="text"/>
Date <input style="width: 100%; height: 20px;" type="text"/>	Date <input style="width: 100%; height: 20px;" type="text"/>

Additional Information

Use this space to give any additional information requested in any of the questions and any information which you feel will help the Society in assessing your application.

If you fail to keep up with payments on your mortgage a 'receiver of rent' may be appointed and/or your rental property may be repossessed.



Head Office: Monmouthshire House, John Frost Square,
Newport, South Wales, NP20 1PX.

Telephone calls may be monitored and/or recorded for security and training purposes.

To find out how we use your data, please visit www.monbs.com/privacy, pop into a branch, call our Customer Services Department (01633 844340) or email dataprotection@monbs.com

Monmouthshire Building Society is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Financial Services Register Number: 206052.

Most Buy-to-Let Mortgages (investment type property loans) are not regulated by the Financial Conduct Authority or the Prudential Regulation Authority.