

Guarantor Information Form

Please write inside the boxes in BLOCK CAPITALS using black ink

Before you complete this form, please see 'How The Mortgage Works and Nationwide use your information' by visiting **tmwdirect.co.uk/privacy**. If you're a broker completing this form on behalf of the guarantor, please make sure they have understood how their information will be used.

1. Account details							
Account number							
Please indicate which chang	e vou are acting a	s guarantor for on the above account	number.				
Porting Transfer of Eq	uity Produc	ct Switch Change of Repaymen	nt Method				
2. Guarantors' persor	nal details						
		Primary Guarantor			Second	ary Guarantor	
Title	Mr Mrs	Miss Other (specify)	Mr	Mrs	Miss	Other (specify)	
Please enter ALL forenames							
Surname							
		D D M M Y		_		D D M M	V V V V
Age and date of birth	Age	DOB M M Y	Age		DOB	D D M M	YYYY
Gender	Male	Female	Male		Female		
Relationship between the							
Guarantor and Applicant(s)							
Nationality							
Country of residence							
How long have you been resident in the UK?	Years	Months		Years		Months	
resident in the ox:							
Marital status	Single	Married/Civil Partnership	Singl			ril Partnership	
Current address	Divorced	Widow/er	Divorce	d UV	Vidow/er		
including postcode							
How long have you		Postcode			Postcode		
lived here?	Years	Months		Years		Months	

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2. Guarantors' persor	nal details (continued)	
	Primary Guarantor	Secondary Guarantor
Occupancy type at	Owner with mortgage Tenant	Owner with mortgage Tenant
current address	Owner without mortgage With relatives	Owner without mortgage With relatives
	Other (specify)	Other (specify)
Telephone numbers	Outer (Speenly)	Other (Specify)
Home		
Work		
Mobile		
Email addresses Primary Guarantor		
Secondary Guarantor		
	mail address and/or phone number(s) to get in touch with you ng this form on behalf of the guarantor, please ensure they're r The Mortgage Works (UK) plc will use email as the primary o	made aware of this.
	Letter	
Details of your previous address if less than three		
years at current address		
Date you moved in to your	Postcode	Postcode
previous address	D D M M Y Y Y Y	D D M M Y Y Y
Length at previous address	Years Months	Years Months
		the last three years, please give full details in section 13
	Owner with mortgage Tenant	Owner with mortgage Tenant
Occupancy type at	Owner without mortgage With relatives	Owner without mortgage With relatives
previous address		
	Other (specify)	Other (specify)
3. Retirement details	S	
3. Retirement details	Primary Guarantor	Secondary Guarantor
At what age do you plan to retire?	Timary Suarantoi	Secondary duarantor
4. Dependant details		
	Primary Guarantor	Secondary Guarantor
How many financial	Under 6 years	Under 6 years
dependants do you have in the following		
age groups?	6 to 11 years	6 to 11 years
Where responsibility for	12 to 17 years	12 to 17 years
dependants is shared please record them once	18 years and above	18 years and above
under the Primary Guarantor		
·		
5. Your employment	and income details	
	Primary Guarantor	Secondary Guarantor
1. Main Employment	Employed	Employed
How are you employed?	Self Employed (Partner)	Self Employed (Partner)
	Self Employed (Sole Trader)	Self Employed (Sole Trader)
	Director/Shareholder with 20% or less shareholding	Director/Shareholder with 20% or less shareholding
	Director/Charabaldor with many than 200/ -l	Director/Charabaldon with many them 200/ -l
	Director/Shareholder with more than 20% shareholding	Director/Shareholder with more than 20% shareholding
	Unemployed	Unemployed

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5. Your employment	Primary Guarantor	Secondary Guarantor
What is your	Permanent	Permanent
employment type?		
	Temporary Fixed Term Contract	Temporary Fixed Term Contract
	Sub-Contractor Fixed Term	Sub-Contractor Fixed Term
	Sub-Contractor Open Ended	Sub-Contractor Open Ended
What is your specific job role?		
Journal 1		
What industry do		
you work in?		
Name and address		
of employer		
Length of service with	Postcode	Postcode
your current employer	Y Y M M	Y Y M M
or self-employed trading		
Contracting guarantors How long have you been		
contracting?	Y Y M M	Y Y M M
(for fixed term only) How long is remaining on		
your contract?	Y Y M M	Y Y M M
(for fixed term only) If you are a sub-contractor,	V N-	Ves No No
are you employed for tax	Yes No No	Yes No No
purposes?		
Income Details	W II W W III O O I I I A A II ('' I I I	
Note: $W = Weekly$, $4W = F0$	our weekly, $M = Montnly$, $Q = Quarterly$ and $A = Annually$ (tick the Frequency of paymen	relevant frequency of payment box for each applicable income) t Frequency of payment
Gross Salary (before tax &		
National Insurance)	f per annum	f per annum
Bonus	£ £ £ £ £ £ £ per	£ £ £ £ £ £ £ £ per
Overtime		
Overtime	f ± ± ± ± ± per w 4w M Q A	f <u>E E E E E E</u> per <u>W 4w M Q A</u>
Commission	£ £ £ £ £ £ per W 4w M Q A	£ £ £ £ £ £ per
If self employed please enter amount and share of		£ £ £ £ £ £ £ £ & latest year %
net profit/income	£	£ latest year %
	f previous year %	f previous year %
or if you are a Director/ Shareholder of a Limited		
Company and have greater	£ £ £ £ £ £	
than 20% shareholding, please provide annual	£ Latest year	£ Latest year
salary/dividend	f previous year	£ previous year
	Note: Please make sure that the amount entered in these box	res matches the evidence you provide to support the request.
	If you are a sub-contractor are you employed for tax purp Bonus, Overtime, Commission details; if "No" complete the Ne	
Do you expect a reduction	Yes No	Yes No
in annual income in the near future?		
If yes, how much are you expecting this to be	£ 2 2 2 2 2 2 2 3	£ £ £ £ £ £ £
reduced by?		
When?		

Please give details of the anticipated reduction in the Additional Information box in section 13.

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5. Your employment and income details (continued)

2. Previous Employment Details **Primary Guarantor Secondary Guarantor** Only complete this section if you've been with your current employer for one month or less. What was your specific iob role? What industry did you work in? Start Date: End Date: How were you employed? **Employed Employed** Self Employed (Partner) Self Employed (Partner) Self Employed (Sole Trader) Self Employed (Sole Trader) Director/Shareholder with 20% or less shareholding Director/Shareholder with 20% or less shareholding Director/Shareholder with more than 20% shareholding Director/Shareholder with more than 20% shareholding Annual gross salary? Annual gross salary? 3. Second Employment Please complete this section only if you have a second job How are you employed? **Employed Employed** Self Employed (Partner) Self Employed (Partner) Self Employed (Sole Trader) Self Employed (Sole Trader) Director/Shareholder with 20% or less shareholding Director/Shareholder with 20% or less shareholding Director/Shareholder with more than 20% shareholding Director/Shareholder with more than 20% shareholding What is your employment Permanent Permanent type? **Temporary Temporary Fixed Term Contract** Fixed Term Contract Sub-Contractor Fixed Term Sub-Contractor Fixed Term Sub-Contractor Open Ended Sub-Contractor Open Ended What is your specific job role? What industry do you work in? Length of service with your current employer or self-employed trading **Contracting guarantors** How long have you been contracting? (for fixed term only) How long is remaining on your current contract? (for fixed term only) If you are sub-contractor, are Yes Nο Nο you employed for tax purposes? **Income Details** Note: W = Weekly, 4W = Four Weekly, M= Monthly, Q= Quarterly and A = Annually Frequency of payment Frequency of payment Gross Salary (before tax & £ National Insurance) per annum per annum Bonus £ £ per per Overtime £ £ per per Commission £ £ per If self employed please £ £ % % latest year latest year enter amount and share of net profit/income £ £ % previous year previous year or if you are a Director/ £ Shareholder of a Limited latest year latest year Company with greater than 20% shareholding, please £ previous year previous year provide annual salary/

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Note: You don't need to provide evidence of your income for second employment with your application, we'll let you know if we require this.

dividend

6. Other income deta	ils			
	Primary Guarantor		Secondary Guaran	itor
Child Benefit	£ £ £ £ • p p per mon	h £	£ £ £ £ p p	per month
State disability Benefit	£ £ £ £ · p p per mon	_	£ £ £ p p	per month
	u give us may include sensitive informat to record this and we'll only use it to hel	on that we refer to as 'spec	ial category data', such as	- r
	g this form on behalf of the guarantor, p	• • •	de aware of this.	
Universal credit/tax credit	£ £ £ £ • p p per mon	h £	£ £ £ £ p p	per month
Investment income	f f f f f f p p	_	£ £ £ £ p p	per month
Maintenance	£ £ £ £ · p p per mon		£ £ £ p p	per month
Pension income	£ £ £ £ · p p per mon		£ £ £ £ p p	per month
Pension credits	£ £ £ £ · p p per mon	6	£ £ £ £ p p	per month
Rental income from a mortgage free property	£ £ £ £ · p p per mon	_	£ £ £ £ p p	per month
	-			- 1
	Note: You don't need to provide evidence If any income is received and shared by	both guarantors only inclu-	de it once, do not duplica	te the amounts.
6a. Anticipated Retire	ement Income			
If you are within 10 years of y	our intended retirement date and the loante of intended retirement age given in Sen	will extend beyond this dat tion 3 (Retirement details):	te please complete the follo	wing anticipated income details
	Primary Guarantor		Secondary Guaran	itor
Annual investment income (including dividends)	£ £ £ £ £ £ per annun	£	£ £ £ £ £	per annum
Annual maintenance income	£ £ £ £ £ per annun	ر ا	££££££	per annum
Annual rental income from a mortgage	£ £ £ £ £ per annun	_	£ £ £ £ £	per annum
free property Annual pension income				p
(including annuities)	f per annun	£	TITITITI	per annum
Annual pension credit	£ £ £ £ £ £ per annun	£	£ £ £ £ £	per annum
Annual child benefit	£ £ £ £ £ £ per annun	£	££££££	per annum
Annual state disability benefit	£ £ £ £ £ £ per annun	£	f f f f f f	per annum
	u give us may include sensitive informat to record this and we'll only use it to hel		ial category data', such as	health related matters. We'll

If you're a broker completing this form on behalf of the guarantor, please make sure they're made aware of this.

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7. Monthly outgoings details **Primary Guarantor Secondary Guarantor** Total monthly childcare £ expenditure per month per month Total monthly expenditure on school fees per month per month Total monthly expenditure on CSA and/or maintenance £ per month per month Additional monthly expenditure for financial dependants per month per month Total monthly travel expenditure per month per month Total monthly expenditure on any personal loan/hire purchase with more than £ six months to run per month per month Total monthly expenditure on any Deferred purchase agreements with more than six months to run (Deferred purchase agreements are buy now, pay later contracts that you have in place) per month per month Total monthly expenditure on any secured loans with more than six months to run per month per month Total monthly expenditure on any student loans per month per month Total outstanding credit card balance Any other monthly expenditure that has not been provided above? per month per month Note: For any additional expenditure please enter the details in the Additional Information box in section 13. If any outgoings are shared and paid by both guarantors only include them once, do not duplicate the amounts.

7a. Monthly outgoings details **Primary Guarantor Secondary Guarantor** Total monthly expenditure on any personal loan/hire purchase that is being per month per month cleared before completion Total monthly expenditure on any Deferred purchase agreements that is being cleared before completion (Deferred purchase agreements are buy now, pay later contracts that you have in place) per month per month Total monthly expenditure on any secured loans that is being cleared before completion per month per month Total monthly expenditure on any student loans that is being cleared before completion per month per month Total outstanding credit card balance that is being cleared before completion

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8. Credit History		
	Primary Guarantor	Secondary Guarantor
Have you ever:		
a) missed any payments on:		
i) any credit, rental or mortgage agreement?	No Yes	No Yes
mortgage agreement:	If yes in the last 2 years, have you missed payments for 3 or more months on;	If yes in the last 2 years, have you missed payments for 3 or more months on;
ii) any mortgage or secured loan; or	No Yes Highest number of months in arrears	No Yes Highest number of months in arrears
iii) any unsecured loan?	No Yes Highest number of months in arrears	No Yes Highest number of months in arrears
b) had a property taken into possession voluntarily or otherwise by a lender?	No Yes	No Yes
c) had any application for credit or mortgage refused?	No Yes	No Yes

If the answer to any of the questions is yes, please provide full details in section 13

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9. Property outgoings details

Please enter your annual payment for:

Council Tax £	£	£	£	£	•	р	р	per annum
Ground Rent £	£	£	£	£	-	р	р	per annum
Service Charge(s)	£	£	£	£	•	р	р	per annum
Home Insurance	£	£	£	£		р	р	per annum
Shared ownership rent amount	£	£	£	£	-	р	р	per annum

Note: This should be the total of all property outgoings for all guarantors

Main Residence Mortgage Details

Do you have a mortgage on your main residence? If no proceed to Other Mortgage Details Is your main residence mortgage with The Mortgage Works? If yes, please enter account number and then proceed to Other Mortgage Details. If no, complete main residence mortgage details.

Full postal address

Estimated property value
Total Outstanding Balance
Total Interest Only amount

Total Monthly Mortgage Payment

Primary Guarantor	Secondary Guarantor
Yes No	Yes No
Yes No	Yes No
Postcode	Postcode
	1 osteode
	£
££££££££	£ £ £ £ £ £ £
£ £ £ £ £ £	£ £ £ £ £ £ £
Y Y M M	Y Y M M
£ £ £ £ p p	£ £ £ £ p p
ote. If the mortgage is shared and paid by both guarantors	only include the details once do not duplicate the amounts

Note: If the mortgage is shared and paid by both guarantors only include the details once, do not duplicate the amounts

Other Mortgage Details - Primary Guarantor

Is this mortgage with The Mortgage Works?

Term Remaining

TMW Mortgage Account Number

Total Outstanding Balance*

Total Interest Only amount*

Term Remaining*

Do you let any of these properties? If yes, do you have a tenancy agreement in place for any of the properties you let?

Total Monthly Mortgage Payment*

Total Monthly Rental Income
*Not applicable for TMW mortgages

Mortgage 1	Mortgage 2	Mortgage 3				
Yes No	Yes No	Yes No				
£££££££	£ £ £ £ £ £ £	£££££££				
£ £ £ £ £ £	£ £ £ £ £ £ £	£ £ £ £ £ £				
YYMM	YYMM	Y Y M M				
Yes No	Yes No	Yes No				
Yes No	Yes No	Yes No				

Note: If the mortgage is shared and paid by both guarantors only include the details once, do not duplicate the amounts

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9. Property outgoings details (continued)

Other Mortgage Details - Secondary Guarantor Mortgage 1 Mortgage 2 Mortgage 3 Is this mortgage with The Mortgage Works? No No No TMW Mortgage Account Number Total Outstanding Balance* Total Interest Only amount* Term Remaining* Do you let any of these properties? If yes, do you have a tenancy agreement in place for any of the No No No properties you let? Total Monthly Mortgage Payment* Total Monthly Rental Income *Not applicable for TMW mortgages

Note: If the mortgage is shared and paid by both guarantors only include the details once, do not duplicate the amounts

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10. Supporting documentation required

Please ensure you submit the documentation listed below in order to support the application. Please send original documents. This documentation will be returned to you within 7 days.

Primary	Guarantor	Secondary	Guarantor
---------	-----------	-----------	-----------

	Latest full month bank statement (for all guarantors)
	If Employed: Most recent payslip (Primary Employment)
	OR If your commission and/or bonus and/or overtime is paid weekly or 4 weekly or monthly, submit last 3 months / last 13 weeks' payslips AND
	If your commission and/or bonus is paid quarterly, submit payslips with evidence of last 3 consecutive commission and/or bonus payments AND
	If your commission and/or bonus is paid annually, submit payslips with evidence of last 2 consecutive commission and/or bonus payments
	If Self-employed: Accountant Certificates covering latest and previous years OR
	HMRC Tax Assessment Forms (e.g. SA302) covering latest and previous years

Note: Please ensure that the amount (for annual salary, bonus, overtime and commission or net profit etc) entered by you in the Income section of this form matches with the supporting documents you submit. You're not required to provide evidence of Income for second employment or other income with this application. The Mortgage Works (UK) plc will request these from you if they are required.

11. How we use your information

- 1. The information you have provided will be held by The Mortgage Works and Nationwide. Further details on how your information will be used is available at **tmwdirect.co.uk/privacy**
- 2. We collect and use your information so we can offer and manage your accounts, confirm your ID, prevent fraud, provide services to you, collect and recover debt and run our business
- 3. We share your information as necessary within The Mortgage Works and Nationwide, with our suppliers and with any third parties you've asked to act on your behalf. Information is shared with our insurance partners when applying for a Nationwide insurance product or it is a benefit of your account (e.g. FlexPlus).
- 4. If the law requires or allows us to, we'll also share information as necessary with other organisations. This includes credit reference agencies, fraud prevention agencies and other government bodies, regulators and law enforcement agencies.
- 5. When we share your information with credit reference agencies they'll use this to check your credit rating, along with the other details you've given us. These checks are part of most account application processes however, they will leave a record on your credit file that other lenders can see. This might affect your ability to get credit elsewhere for a short while.
- 6. When we share your information with fraud prevention agencies they will use the data to prevent fraud and money laundering and verify your identity. If we believe someone poses a fraud or money laundering risk, we may refuse to provide the product they have asked for and we may also stop providing services they already have. The fraud prevention agencies will keep a record of any fraud or money laundering risk and this could mean that other organisations may refuse to provide services, financing or employment.
- 7. When we transfer information to third parties and organisations, whether inside or outside the UK, we'll make sure we only give them information that's necessary and that your data will stay secure.
- 8. We may, if applicable, give the Intermediary who introduces this mortgage application to you, a copy of any offer we make or the reason for declining the application, a copy of any valuation we ask to be carried out, details of any complaints you make before completion and any other information we consider necessary to process your application through to completion.
- 9. We only use your information if we have a legal basis to do so, for example, if you have given us consent or if we need to use the information to meet our obligations to you in our terms and conditions. We may also use your information if necessary to comply with the law or to carry out our legitimate business interests.
- 10. You have certain rights when it comes to your personal information including the right to access your data. Further details on these rights and who to contact are available online at **tmwdirect.co.uk/privacy**

By making this application, I'm confirming that the other applicant, where applicable, has agreed to share a financial relationship with me. Also, that they're happy for Nationwide to authorise searches, and for links and / or recordings of their information to be made with credit reference agencies.

12. Signatures

By signing this form, you have applied to act as a guarantor for the change detailed in this application form.

If you have declared on this form that you will repay the debt amounts as specified in section 7a, then the application will be assessed on that basis. These debts must be repaid on or before completion of the mortgage change and must not be transferred to any other lender.

Mortgages are secured on your property. You could lose your property if you do not keep up payments on your mortgage.

Signature of primary guarantor
 PLEASE SIGN WITHIN THIS BOX

2 Signature of secondary guarantor
PLEASE SIGN WITHIN THIS BOX

 Date

 D
 D
 M
 M
 Y
 Y
 Y
 Y

Please ensure that all guarantors to the mortgage sign with date to confirm consent to this change.

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're a broker compl	eting this form on b	ehalf of the guaran	tor, please make si	ure they're made a	ware of this.		

13. Additional information

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Mortgages are secured on your property. You could lose your property if you do not keep up payments on your mortgage.

The Mortgage Works (UK) plc (Company No. 2222856) is a wholly owned subsidiary of Nationwide Building Society and is authorised and regulated by the Financial Conduct Authority (FCA) under registration number 189623. You can confirm our registration on the FCA's website **fca.org.uk**

The Mortgage Works (UK) plc also acts as agent and mortgage administrator for Derbyshire Home Loans Ltd (Company No. 2628265, FCA No. 302586) and for E-Mex Home Funding Ltd (Company No. 02124900, FCA No.305370). All three companies are wholly owned subsidiaries of Nationwide Building Society, are registered in England and Wales with their registered office at Nationwide House, Pipers Way, Swindon, SN38 1NW and are authorised and regulated by the FCA.

Most buy to let mortgages aren't regulated by the FCA.

The Mortgage Works (UK) plc, Northampton Administration Centre, Kings Park Road, Moulton Park, Northampton, NN3 6NW.

Telephone: 0345 606 40 60

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