

# This section to be completed by the Introducer

First name		Panel number (if known)	
Surname		Telephone number	
Company name		Email Address	
Address		Firm FCA/PRA ref. no.	
		Appointed representatives	No Yes
		Name of principal	
[		Principal FCA/PRA firm ref. no.	
	Postcode	Address of principal	
Network/Club if applicable			
Packager if applicable			
Amount of fee or charge the applica	nt will pay you		
for arranging this mortgage	C		Postcode
(Enter nil if no fee is being charged)	£	Email address	
When is fee payable?		Telephone number	
On application On completion			
Terms under which a refund will be	made		
On what basis was this mortgage ar Please note The Mortgage Works on	ranged? Advised sale	page contracts	
Who provided the advice?			
Face to face Phone			
I hereby confirm and declare that:			
1. I have been instructed by the app	plicant(s) named in this application to complete		
	on and the answers given are those provided by minal offence to knowingly supply false informat		wledge are true. I am aware and I have made the
	this information when deciding to proceed with		that you may suffer as a result of any incorrect
or misleading information that I			
<ol> <li>I undertake to notity you as soon</li> <li>I have</li> </ol>	as I become aware that any information in this a	application ceases to be true, accurate or c	complete.
a) outlined the nature of this ch			
	nount of the fees payable by the applicant(s) and nge does not proceed for any other reason.	d I have confirmed with the applicant(s) where the second se	nich fees are not refundable even if you do not
-	nat you may disclose details about the progress of	of their application, including whether or n	ot it has been granted, and details of any
	Il the documentary evidence that you require to	support the information contained in this	application.
	nortgage continues after the applicant(s) actual etirement before I submitted this application.	or anticipated retirement, a full explanation	on has been given by the applicant(s) as to how
9. I confirm that all documents prov			of the original documents that have been seen by
Signature of Introducer	circlings have authorised the to take and provide	you with photographic images of the doc	uments provided.
		Date	
		D D M M	Y Y Y Y
Print Name			



# Transfer of Equity Application Form – Adding and/or Removing an Applicant: All Residential & MCOB Regulated BTL

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 applicant, please make sure they have understood how their information will be used.

### 1. Applicant identity

#### Forms of Identification

To comply with Anti Money Laundering regulations we will undertake checks to verify the identity and the current and previous address(es) of all applicants. These checks will be made electronically. However, where we are unable to satisfy the regulations or the Group policy electronically, physical proof of identity and all necessary addresses will be required.

2. Adding or removin	g an Applicant
Applicant being added (Enter details under Second Applicant)	Yes No Name
Relationship between applicants	
Marital status	
Applicant being removed	Yes No Name
If a settlement is being paid to the applicant being removed, please advise:	
Amount of settlement	
When is it to be paid	
From where is the money being raised	
Has the person being removed received Independent legal advice	Yes No
Residential Mortgage details:	
(this may be a request to add a non resident of the	
property onto the account so we need to take the	
residential mortgage into account for affordability)	
Account number	
Outstanding balance	
Monthly payment	
Term remaining	
Repayment method	

3. Your account detai	ls	
	First Applicant (existing mortgage holder)	Second Applicant
Account Number		

4. Loan/property deta	nile								
The application will be processed using the existing balance of the account. If you intend to make a capital repayment as part of this transaction, please advise the mortgage balance that will apply upon the change of borrower. (Please also provide evidence of the source of funds used to make the capital repayment) The application will be	f f f f f f f f f f f f f f f f f f f	P ource of funds used to make the cap	ital repayment	)					
processed using the remaining term of your account. If you require a lesser term upon the change of borrower, please advise the term that will remain (full years only):	Term Year(s)								
Please select the mortgage Repayment Vehicle from	Capital from trust funds		Amount <b>£</b>	££	££	E £	£	р	р
the approved list below:	Endowment policy		Amount <b>£</b>				£		р
	ISA		Amount <b>£</b>				£		р
	Pension plan		Amount <b>£</b>				£		р
	Premium bonds		Amount <b>£</b>	££	££	££	£	р	р
	Existing stocks and shares ISA (Formerly known as PEBS)		Amount <b>£</b>	££	££	££	£	р	р
	UK FTSE Listed securities and shares		Amount <b>£</b>				£		р
	Unit & Investment trusts		Amount <b>£</b>	££	££	£	£	р	р
	Other (please give full details below)								
Please advise whether the vehicle has changed since the original application and give a reason for this									
Are there any other occupiers over the age of 17 who will remain in the property after completion of the Transfer of Equity? If so please give details: Full name									
Relationship									
Age and date of birth	Age DOB D	MMYYYY							

# 5. Applicant/s' personal details

Details of all borrowers who	will be named on the mortgage account First Applicant	Second Applicant
Title	Mr Mrs Miss Other (specify)	Mr Mrs Miss Other (specify)
Forenames		
Surname		
Age and date of birth	Age DOMMYYYY	Age DOB D D M M Y Y Y Y
Gender	Male Female	Male Female
Have you ever been known	No Yes	No Yes
by another name?	If yes, please state below	If yes, please state below
	Mr Mrs Miss Other (specify)	Mr Mrs Miss Other (specify)
	Forenames	Forenames
	Surname	Surname
	From D D M M Y Y Y Y	From D D M M Y Y Y
Nationality		
Country of residence		
How long have you been resident in the UK?	Years Months	Years Months
Marital status	Single Married/Civil Partnership	Single Married/Civil Partnership
	Divorced Widow/er	Divorced Widow/er
Current address including postcode		
	Postcode	Postcode
Will this be your correspondence address?	No Yes If no please give details in Section 16	No Yes If no please give details in Section 16
How long have you lived here?	Years Months	Years
Occupancy type at	Owner with mortgage	Owner with mortgage
current address	Owner without mortgage     With relatives	Owner without mortgage With relatives
	Other (specify)	Other (specify)
Telephone numbers Home		
Work		
Mobile		
Email addresses First applicant		
Second applicant		
	We'll sometimes use this email address and/or phone number(s something important about your account. If you're a broker completing this form on behalf of the applicant	
Contact preference	The Mortgage Works (UK) plc will use email as the primary conta	
	Letter	

5. Applicant/s' persor	nal details (continued)	
	First Applicant	Second Applicant
Details of your previous address if less than three		
years at current address		
	Postcode	Postcode
Date you moved in to your previous address	D D M M Y Y Y	D D M M Y Y Y
Length at previous address	Years Months	Years Months
	If you have had more than one previous address in th	e last three years, please give full details in section 16
O	Owner with mortgage Tenant	Owner with mortgage Tenant
Occupancy type at previous address	Owner without mortgage With relatives	Owner without mortgage With relatives
	Other (specify)	Other (specify)
6. Retirement details		
At what age do you	First Applicant	Second Applicant
plan to retire?		
7. Dependant details		
How many financial	First Applicant	Second Applicant
dependants do you	Under 6 years	Under 6 years
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	18 years and above	18 years and above
please record them once under the First Applicant		
8. Your employment a		
1. Main Employment	First Applicant	Second Applicant
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
	Unemployed	Unemployed
	Homemaker	Homemaker
	Retired	Retired
	Student	Student
What is your	Permanent	Permanent
employment 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?		

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8. Your employment an	d income details (continued)	
NAME 1 * 1 * 1	First Applicant	Second Applicant
What industry do you work in?		
Length of service with your current employer or self-employed trading	Y Y M M	YYMM
Name, address and telephone number of employer (including area code)		
	Postcode	Postcode
Employee reference number		
Human Resources/Personnel telephone number (inc. area code)		
Reference/contact name		
Date employment started. If less than 12 months please provide full details for each employer during the last 12 months in Section 16	D D M M Y Y Y	D D M M Y Y Y
Your tax office/district/ reference		
Contracting Applicants		
How long have you been contracting? Start date of current contract		
End date of current contract		
Has the contract been renewed?	Yes No	Yes No
Is the contract renewable?	Yes No	Yes No
ombrena company:	Yes No	Yes No
deducted by the company:	Yes No No (note - if the above applies, please provide the last 3 months pay	Yes No yslips and P60)
Name, address and telephone number of Accountant (if applicable):		
	Postcode	Postcode
Qualification of Accountant:		

8. Your employment and income details (continued)										
If you are a sub-contractor, are you employed for tax purposes?	First Applicant       Yes     No	Second Applicant       Yes     No								

#### **Income Details**

Note: W = Weekly, 4W = Four Weekly, M = Monthly, Q = Quarterly and A = Annually (tick the relevant frequency of payment box for each applicable income)

	Frequency of payment	Frequency of payment
Gross Salary (before tax and National Insurance)	f ffffff	f f f f f f f f f
Bonus	<b>f f f f f f f f f f</b>	<b>£</b> £ £ £ £ £ <b>b per W</b> 4 <b>W M Q A</b>
Overtime	f f f f f f f f f f f f f f f f f f f	<b>f f f f f f f f f f</b>
Commission	<b>f</b> £ £ £ £ £ £ £ <b>per</b> W 4w M Q A	<b>f f f f f f f f f f</b>
If self employed please enter amount and share	fffffffffff	f f f f f f f f f g g g w
of net profit/income	f fffffffff	f f f f f f f f f %
<b>or</b> if you are a Director/ Shareholder of a Limited		
Company and have greater than 20% shareholding,	<b>f</b>	<b>f</b>
please provide annual salary/ dividend	<b>f f f f f f f f f f</b>	<b>f</b>
	Note: Please make sure that the amount entered in these boxes	
	If you are a sub-contractor are you employed for tax purpos Commission details; if "No" complete the Net Profit/Income deta	
Do you expect a reduction in annual income in the near future?	Yes No	Yes No
If yes, how much are you expecting this to be reduced by?	£ £ £ £ £ £	<b>2</b> 1 1 1 1 1 1 <b>3</b>
When?	D D M M Y Y Y	D D M M Y Y Y Y
Previous Employment Detai		
	Only complete this section if you've been with your current	employer for one month or less.
What was your specific job role?		
What industry did you work in?		
Start Date:	D D M M Y Y Y	D D M M Y Y Y
End Date:	D D M M Y Y Y Y	D D M M Y Y Y Y
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?

£

8. Your employment ar	8. Your employment and income details (continued)											
Casend Freelowment	First Applicant	Second Applicant										
Second Employment												
	Please complete this section only if you have a second jo											
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 more than 20% shareholding	Director/Shareholder with 20% or less shareholding										
What is your smalley meant		Director/Shareholder with more than 20% shareholding										
What is your employment type?	Permanent	Permanent										
	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?												
What industry do you work in?												
Length of service with your current employer or self-employed trading	YYMM	Y Y M M										
Contracting Applicants												
How long have you been contracting?	Y Y M M	Y Y M M										
Start date of current contract	D D M M Y Y Y Y	D D M M Y Y Y										
End date of current contract	D D M M Y Y Y	D D M M Y Y Y										
Has the contract been renewed?	Yes No	Yes No										
Is the contract renewable?	Yes No	Yes No										
Are you paid through an Umbrella Company?	Yes No	Yes No										
If yes, is Tax and NI deducted by the company?	Yes No	Yes No										
Name, address and telephone	(note - if the above applies, please provide the last 3 months	payslips and P60)										
number of Accountant (if												
applicable):												
	Postcode	Postcode										
Qualification of Accountant:												
If you are a sub-contractor, are you employed for tax purposes?	Yes No	Yes No										

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8. Your employment an	nd income details (continued)	
<b>Income Details</b> Note: W = Weekly, 4W = Four	<b>First Applicant</b> Weekly, M = Monthly, Q = Quarterly and A = Annually	Second Applicant
	Frequency of payment	t Frequency of payment
Gross Salary (before tax and National Insurance)	f f f f f f f f f f	f f f f f f f f per annum
Bonus	<b>£</b> £ £ £ £ £ <b>£</b>	f f f f f f f f f f per W 4w M Q A
Overtime		f f f f f f f f f f per W 4w M Q A
Commission	fffffffff	<b>£</b> £ £ £ £ £ <b>b</b> per <b>W</b> 4w M Q A
If self employed please enter amount and share of net profit/income	f f f f f f f f f f f f f f f f f f f	f     f     f     f     f     f     f       f     f     f     f     f     f     f
<b>or</b> if you are a Director/ Shareholder of a Limited	f     f     f     f     f     f     f     %       f     f     f     f     f     f     f     f     %	<b>f f</b>
Company with greater than 20% shareholding, please provide annual salary/		<b>£ £ £ £ £ £ £ £ £ £</b>
dividend	Note: You don't need to provide evidence of your income for second em	ployment with your application, we'll let you know if we require this.
9a. Other income deta	ils	
	First Applicant	Second Applicant
Child benefit	f f f f f p p per month	f f f f f p p per month
State disability benefit	<b>£</b> £ £ £ • p p per month	<b>f f f f f p p</b> per month
you're happy for us to record	give us may include sensitive information that we refer to as 'spec this information and we'll only use it to help us with your applicat this form on behalf of the applicant, please make sure they're made	ion.
Universal credit/tax credit	f f f f f f p p per month	<b>£ £ £ £ • p p</b> er month
Investment income	f f f f f p p per month	f f f f f p p p per month
Maintenance	f f f f f f p p per month	<b>£</b> £ £ £ • p p per month
Pension income	f f f f p p per month	<b>f f f f f r p p</b> per month
Pension credits	f f f f f p p p per month	<b>£ £ £ • p p</b> per month
Rental income from a mortgage free property	f f f f f p p per month	£ £ £ £ P P per month
If you have any other TMW mortgages where the property is	f f f f f p p per month	<b>£</b> £ £ £ • p p per month
rented, please enter the total monthly rental income.	Note: You don't need to provide evidence of your other monthly incl If any income is received and shared by both applicants only incl	

9b. Anticipated Retirement Income

If you are within 10 years of your intended retirement date and your loan will extend beyond this date please complete the following anticipated income details. The retirement date is the date of intended retirement age given in Section 6 (Retirement details):

				F	irst	Ap	olican	t				Sec	ond	App	licar	nt
Annual investment income (including dividends)	£	£	£	£	£	f	£	per annum	£	£	£	£	£	£	£	per annum
Annual maintenance income	f							per annum	f	£						per annum
Annual rental income from a mortgage free property	£							per annum	£	£						per annum
Annual pension income (including annuities)	£							per annum	£	£						per annum
Annual pension credit	£	£	£	£	£	f	£	per annum	£	£	£	£	£	£	£	per annum
Annual child benefit	£							per annum	£	£						per annum
Annual state disability benefit	£	£	£	£	£	f	£	per annum	£	£	£	£	£	£	£	per annum
Some of the information your	avir	110.1	maw	inc	hude		ncitive	information that we refer to as 'sne	cial (	oter	aorv	dat		ich a	c ho	alth related matters

Some of the information you give us may include sensitive information that we refer to as 'special category data', such as health related matters. We'll assume you're happy for us to record this information and we'll only use it to help us with your application. If you're a broker completing this form on behalf of the applicant, please make sure they're made aware of this.

Annual universal credit/tax credit	ç	£	£	£	£	£	£	ner annum	f	£	£	£	£	£	£	ner annum
	L		_					per annum	L							per annum

## 10. Monthly outgoings details

Total monthly childcare expenditure

Total monthly expenditure on school fees

Total monthly expenditure on CSA and/or maintenance

Additional monthly expenditure for financial dependants

Total monthly travel expenditure

Total monthly expenditure on any personal loan/hire purchase with more than six months to run

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)

Total monthly expenditure on any secured loans with more than six months to run

Total monthly expenditure on any student loans

Total outstanding credit card balance

Any other monthly expenditure that has not been provided above?

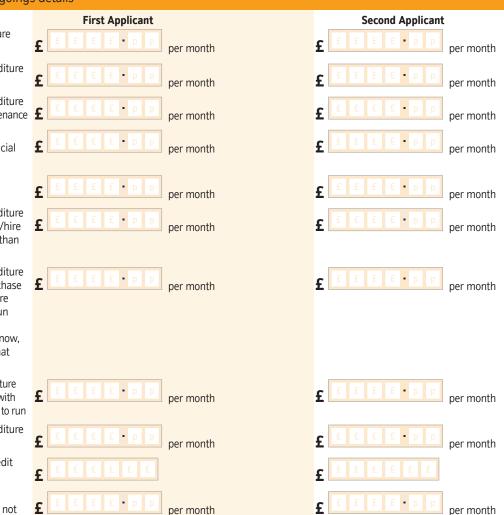
Total monthly expenditure on any personal loan/ hire purchase that is being cleared on or before completion

Total monthly expenditure on any Deferred purchase agreements that is being cleared on or before completion (Deferred purchase agreements are buy now, pay later contracts that you have in place)

Total monthly expenditure on any secured loans that is being cleared on or before completion

Total monthly expenditure on any student loans that is being cleared on or before completion

Total outstanding credit card balance that is being cleared on or before completion



Note: For any additional expenditure please enter the details in the Additional Information box in section 16. If any outgoings are shared and paid by both applicants only include them once, do not duplicate the amounts.

ture	<b>f f f f f p p</b> per month	<b>£</b> £ £ £ • p p per month
fore		
ture ase ng	<b>£</b> £££•pp per month	<b>£</b> £ £ £ • p p per month
е		
ture hat	<b>£</b> £ £ £ • p p per month	£ £ £ £ • p p per month
ture hat	<b>f f f f f f f p p</b> per month	<b>f E E E E F p p</b> per month
ət	£ £ £ £ £ £	£ £ £ £ £

Note: Include outgoings that will be cleared on or before completion of the change of borrower

11. Credit History				
	First Applicant	Second Applicant		
Have you ever:				
a) missed any payments on:				
<ul> <li>i) any credit, rental or mortgage agreement?</li> </ul>	No Yes	No Yes		
mongage 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	No Yes		
Secured Iodil, of	Highest number of months in arrears	Highest number of months in arrears		
iii) any unsecured loan?	No Yes	No Yes		
	Highest number of months in arrears	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 q	uestions is yes, please provide full details in section 16			

# 12. Property outgoings details

#### Please enter your annual payment for:

Council Tax	£ £ £ £ p p	per annum
Ground Rent	£ £ £ £ p p	per annum
Service Charge(s)	£ £ £ £ p p	per annum
Home Insurance	f f f f f p p	per annum
Shared ownership rent amount	£ £ £ £ p p	per annum

## Non-TMW Mortgage Details – First applicant

Full postal address		and/or property name				
					Postcode	
Estimated property value	ffff	££££				
		Mortgage 1	Ν	Mortgage 2		Mortgage 3
Total Outstanding Balance	£	£££££	E E E	£££££	£	f f f f
Total Interest Only amount	£	£££££	E E E	f f f f	£	£££££
Term Remaining		Y Y M M		Г Ү М М		YYMM
Do you let any of these prope	rties?	Yes No	Yes	No No	Y	Yes No
If yes, do you have a tenancy agreement in place for any of properties you let?	the	Yes No	Yes	No	Y	/es No
Total Monthly Mortgage Payn	nent <b>£</b>	££££pp	£ £	£££•pp	£	££££pp
Total Monthly Rental Income	£	££££pp	££	£££pp	£	££££pp

## Non-TMW Mortgage Details – Second applicant

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Full postal address	and/or property name		
			Postcode
Estimated property value	£ £ £ £ £ £ £		
	Mortgage 1	Mortgage 2	Mortgage 3
Total Outstanding Balance	£ 1 1 2 2 2 2 2 2	£ £ £ £ £ £	£ £ £ £ £ £
Total Interest Only amount	f f f f f f f	<b>f f f f f f</b>	f f f f f f f
Term Remaining	Y Y M M	Y Y M M	Y Y M M
Do you let any of these prope	erties? Yes No	Yes No	Yes No
If yes, do you have a tenancy agreement in place for any of properties you let?		Yes No	Yes No
Total Monthly Mortgage Payn	nent £££££pp	f f f f f p p	f f f f f p p
Total Monthly Rental Income	<b>£ £ £ £ p</b>	£ £ £ £ • p p	£ £ £ £ • p p

# 13. Valuation/survey requirements

Access details for the valuer.	
Please provide name of	
agency (if applicable), contact name and telephone	
number (inc. area code)	
. , ,	
Amount of application fee enclosed (if applicable)	£ £ £ £ • p p

# 14. Your solicitor/conveyancer's details

The Total Solicitor/Col	
Name and Address of	Contact name
solicitors/conveyancer (including area code)	
	Company name
	Address
	Tel Email

# 15. Notes on solicitors/conveyancers

We will normally use the same firm that you have nominated. If we are unable to use them we will instruct a separate firm to act on our behalf and deduct their costs from the loan. Licensed conveyancers and solicitors with less than two partners will not be eligible to process applications for The Mortgage Works unless they are on our approved panel.

We will require solicitors to act on our behalf in all circumstances.

#### 16. Continuation section – (Please cross reference your answers with the relevant question numbers)

Some of the information you give us may include sensitive information that we refer to as 'special category data', such as health related matters. We'll assume you're happy for us to record this information and we'll only use it to help us with your application.

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

Question Number	Detail	

Please use the back page and/or a continuation sheet if necessary

#### 17. Property insurance

It is not a condition of your mortgage that you arrange your buildings insurance through Nationwide. You can instead arrange it independently – if you do, it is important that the sum insured is at least equal to the amount advised by the valuer who carried out the valuation on your property. Our interest as mortgagee must also be noted on the policy.

### 18. Use of my 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.

#### 19. Supporting documentation required

Please ensure you submit the documentation listed below in order to support your application

#### First Applicant Second Applicant

	Latest full month bank statement (for all applicants)
	<b>If Employed:</b> 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.

## 20. Declaration

You (each of you if more than one is applying) agree and declare as follows:

- 1. You are aged 18 or over and the information given by you is true and complete and shall form the basis of the loan agreement between The Mortgage Works and you.
- 2. We will rely on the information you have given us on this form, which you confirm is complete and true. If you fail to disclose, or give false material information, this may result in any offer being withdrawn. You understand it is a criminal offence to knowingly supply false information to obtain a loan. If any information you have provided changes before completion of the advance you will tell us without delay.
- 3. We can decline an application at any stage without providing a reason for our decision.
- 4. You must have adequate buildings insurance in place which covers the cost of rebuilding the property.
- 5. We may disclose details about the progress of your application, including whether or not it has been granted, and details of any complaints you make prior to completion to your broker, Independent Financial Adviser, professional adviser or other intermediary, if the request came from them.
- 6. You are not bankrupt or insolvent.
- 7. If, for the purposes of this mortgage application, you have provided benefit details, The Mortgage Works may confirm these, and only these, details with the Benefits Agency.
- It is your responsibility to ensure that you have suitable life cover or other means of repayment in place to repay the mortgage in the event of your death.
- 9. If repayment of your loan continues after you have retired, you have provided details of how you propose to fund the mortgage and any associated repayment vehicle, if applicable, in retirement.

- 10. For interest only mortgages, you have an adequate repayment strategy in place to repay the mortgage at the end of the term.
- 11. You are responsible for any legal costs (where applicable), fees and expenses arising out of this application whether or not an offer of advance is made and/or it proceeds to completion.
- 12. If fees are payable in connection with your loan application and you have elected to add these to the loan amount you understand that interest will be charged on the full balance of the loan.
- 13. Fixed and tracker rates are limited offers and may be withdrawn at any time.
- 14. Your solicitor/licensed conveyancer can disclose to us information relevant to our decision to lend and you waive any right to claim solicitor/client confidentiality or legal professional privilege in respect of such information.
- 15. You have received The Mortgage Works Guide to Mortgages, the Tariff Guide, an Initial Disclosure Document or the 'Important information about our mortgage services' document and the illustration for the mortgage applied for.
- 16. By signing this application, I agree to the declaration.

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

All applicants must sign here - if there are more than two applicants, both application forms must be signed by all applicants.

Signature	Signature
Date D D M M Y Y Y Y	

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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 are not regulated by the FCA.

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

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