

Property Change Request Form

Customer name(s):

1. _____

2. _____

Application number: _____

This form is for the use of financial intermediaries only to inform The Co-operative Bank about property changes.

To submit this form, please contact us on 0345 070 1999*, option 2 or send us a secure message to request this. Please note it can take up to 48 hours for us to respond to a secure message.

To submit this form, please upload to the portal or if there is an issue with uploading please send to **preoffer1@co-operativebank.co.uk**

Please note, if your application has been cancelled and you are requesting to re-instate with new property details, if this has exceeded 20 working days since the date of cancellation, you will need to select a new product from the current range.

A - Details of property to be mortgaged

1 Address of property	<div></div>										Postcode	<div></div>
2 Tenure of property	Freehold	<input type="checkbox"/>	Leasehold	<input type="checkbox"/>	If lease unexpired, lease term		<div></div>	Yrs				
3 Type of property	House	<input type="checkbox"/>	Detached	<input type="checkbox"/>	Semi-det	<input type="checkbox"/>	Mid Terrace	<input type="checkbox"/>	End Terrace	<input type="checkbox"/>		
	Bungalow	<input type="checkbox"/>	Studio	<input type="checkbox"/>	Flat	<input type="checkbox"/>	Maisonette	<input type="checkbox"/>				
4 Description: Flat/Studio/Maisonette	No. of floors in block	<input type="checkbox"/>	No. of units	<input type="checkbox"/>	Which floor is the property located		<input type="checkbox"/>	Access via balcony? Yes		<input type="checkbox"/>	No	<input type="checkbox"/>
Please state number of each:	Purpose built	<input type="checkbox"/>	Converted	<input type="checkbox"/>								
	Receptions	<input type="checkbox"/>	Bedrooms	<input type="checkbox"/>	Kitchens	<input type="checkbox"/>	Bathrooms	<input type="checkbox"/>	Garages	<input type="checkbox"/>	Outbuildings	<input type="checkbox"/>
	Front garden	<input type="checkbox"/>	Rear garden	<input type="checkbox"/>	Parking space	<input type="checkbox"/>	Is this open plan		<div></div>			

A - Details of property to be mortgaged Continued...

5 Is the property of standard construction? (if no please provide details on the additional information sheet)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Year of construction	<div></div>	if under 10 years is NHBC available? Yes		<input type="checkbox"/>	No	<input type="checkbox"/>
6 Has the property got any agricultural restrictions?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	If yes, how many?		<div></div>				
7 Is the property a working farm/smallholding/croft?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>							
8 Does the property have more than 3 acres?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>							
9 Is the property? Please circle if applicable	Ex local Auth / MOD / RAF / Housing Ass. / Ex Police										
10 If you have previously purchased from the local authority, was this within the last 5 years?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	If yes, date purchased		<div></div>	<div></div>	<div></div>	<div></div>	<div></div>
11 Is the property near/above/adjacent to commercial premises? (if yes please confirm type, proximity etc.)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	<div></div>						
12 Does the applicant intend to let the property? (if yes provide details)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	<div></div>						
13 Is >25 % of the property for non residential usage?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>							
14 Please give the names of all persons over the age of 17 who will occupy the property	First Name				Surname				Age		
	<div></div>										
	<div></div>										
15 Buy to Let / Let to Buy only: Anticipated rental income	Per month	£	<div></div>								
16 Buy to Let only: Is the property to be occupied by an immediate family member?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>							
17 Buy to Let only: Number of Buy to Let properties owned upon completion of (and including) this application by you and anyone with who you have a financial association.	<div></div>										
18 Buy to Let only: Number of Buy to Let mortgages that you and anyone with who you have a financial association will have with The Co-operative Bank upon completion of (and including) this application.	<div></div>										
19 Approximate total outstanding balance of the other mortgages with The Co-operative Bank.	<div></div>										
20 Including this application, how many mortgages do you currently have with The Co-operative Bank?	<div></div>										
21 Is the property less than 24 months old?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>							
22 Has the property been converted in the last 24 months?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>							
23 Complete if leasehold	How much is the ground rent	£	<div></div>								
	How much is the service charge	£	<div></div>								

B - Details of Loan Requested

1 Amount of loan requested £ 2 Term of loan required Years

Flexible product only

1 Initial loan amount £ 2 Reserve fund credit limit £

REMORTGAGE 1 Estimated value of property £

2 Would you like an automatic valuation on this case? Yes ☐ No ☐

3 Date originally purchased Original Purchase Price £ Amount originally borrowed to purchase property £

4 Purpose of remortgage Home improvements ☐ £ for £ Debt Consolidation ☐ Capital raising ☐

Please tick all boxes that apply (If £ for £, tick this box only)

If Capital Raising, reason for Capital Raising: Purchasing another property (investment) ☐ Purchasing a residential property ☐ Purchasing a 2nd home ☐
Purchasing a holiday home ☐ Business Purpose ☐ Other

If Capital Raising, then is a Transfer of Equity involved? Yes ☐ No ☐

5 Any second charges Yes ☐ No ☐ If yes, is this to be paid before completion (please provide details on Section J Additional Information Sheet)

6 Who should we contact to arrange a valuation?

PURCHASE 1 Purchase price (discounted price if under council Right to Buy scheme) £ 2 estimated Value of Property £

3 Would you like an automatic valuation on this case? Yes ☐ No ☐

4 Is the property being purchased from a member of your family? Yes ☐ No ☐ 5 Is this a private sale? Yes ☐ No ☐

6 Will the property be subject to a Deed of Gift? Yes ☐ No ☐ 7 Are you a First Time Buyer? Yes ☐ No ☐

8 Are you selling your existing property? Yes ☐ No ☐ If yes, what is the sale price? £

If no, what are your intentions?

9 Please provide full details of the source of your deposit (please tick all boxes that apply) Savings ☐ Inheritance ☐ Cashing in investment Policy ☐ Gift ☐
Property Sale ☐ Loan(s) ☐ Other

10 Name, address & tel. no. of selling agents

11 Name, address & tel. no. of vendor

*Calls to 03 numbers from a UK landline cost up to 16p per minute and from a mobile cost between 3p and 65p if outside any inclusive minutes. Charges for calls made outside of the UK will be determined by your local provider. Calls may be monitored or recorded for security and training purposes.

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