

Data capture form

Customer name(s):

1. _____

2. _____

This form is for the use of financial intermediaries only and is not to be given to the public.

This data capture form is to be used to capture the required information for a Platform mortgage application when you are unable to access our online system, click, or external sourcing systems.

This form is not intended to be submitted to Platform. It will not be actioned and will be returned to you for electronic submission.

PRODUCT REQUIRED

Product required

Fixed/Discounted/Capped/Tracker Rate (when available)

Term of Fixed/Discounted/Capped/Tracker Rate

Mortgage Club to be used

(tick all applicable)

Conforming

Non Conforming

Purchase

Remortgage

Full Status

Premier Buy to Let

Remortgage of the current residential property (Let to Buy)

Security property currently unencumbered

ADDITIONAL INFORMATION

Is this Sale? Advised Non-Advised Face to Face Non Face to Face

Arrangement fee paid to Introducer by applicant(s) £

Arrangement fee paid to packager (if appropriate) £
(Excluding valuation fee)

Has this fee been included in the loan? Yes No

Has this fee been included in the loan? Yes No

Valuation fee paid £

Estimated legal fees to be paid by applicant(s) £

Has this fee been included in the loan? Yes No

Has this fee been included in the loan? Yes No

Is any commission you receive being passed back to the applicant(s)? Yes No

If Yes, please state how much £

Repayment Method

Repayment Interest Only

If interest only, state how the loan will be repaid.

Endowment Pension ISA

Please state if Other

Provider

Monthly Premium £

Will the term of this mortgage take the applicant(s) beyond their intended retirement date? Yes No

If so, please state how the payments will be maintained into retirement.

Personal/Company Pension ISA Inheritance Other

Projected Retirement Age Applicant 1 Applicant 2

Are any of the applicants an owner/director/employee of any intermediary involved with this application? Yes No

Are any of the applicants professional property developers? Yes No

A - PERSONAL DETAILS

1st APPLICANT

2nd APPLICANT

1 Forename(s)

2 Middle Name(s)

3 Surname(s)

4 Title (*Mr / Mrs / Miss / Ms / other*)

5 Gender

6 Previous/other names & title (*if applicable*)

7 Marital status (*married / single / divorced / living with partner / widowed / separated*)

8 Date of birth

9 Country of origin

10 Resident in the UK

11 Do you have the right to work and reside in the UK permanently? (*if no to either, please provide details on the additional information sheet*)

12 National Insurance number

13 Daytime contact telephone number

14 Home / Mobile telephone number

15 Email address

16 Number and ages of dependent children

17 Relationship to joint applicant(s)

18 Current address

19 Are you currently: (*Owner/tenant/living with relative/friend*)

20 Is this an overseas address?

21 Date moved to current address

22 Previous address

Please provide full address details for 3 years using additional information sheet if necessary.

23 Were you: (*Owner/tenant/living with relative/friend*)

24 Is this an overseas address?

25 Date moved to previous address

Male Female

Yes No

Yes No

H M

Postcode

Yes No

/ /

Postcode

A

Yes No

/ /

Postcode

A

Yes No

/ /

Male Female

Yes No

Yes No

H M

Postcode

A

Yes No

/ /

Postcode

A

Yes No

/ /

B - INCOME DETAILS - EMPLOYED

1st APPLICANT

2nd APPLICANT

If you have 25% or more shareholding in your company you should complete the Self Employed Applicant's details in Section C overleaf

1 Employment Status

2 Name, address and telephone number of employer

Company name

Address

If the contact for reference purposes is different, please provide details on the additional information sheet.

Telephone number and fax number

3 Job title

4 Payroll number

5 Is your position?

6 Date employment started if less than 1 year please provide details of previous employers on the additional information sheet

7 Time continuously employed in this line of business

8 What is your shareholding in the company? (*if 25% or more please complete Self Employed Section C overleaf*)

9 Basic annual income

10 Average annual bonus/commission/overtime payments

11 Total annual income

12 Any other guaranteed income

13 Source of other income

Employed Self Employed

Non Employed Retired

Postcode

T F

Permanent Fixed Term (*please provide details*)

Casual (*please provide details*)

/ /

%

£ p.a.

£ p.a.

£ p.a.

£ p.a.

Employed Self Employed

Non Employed Retired

Postcode

T F

Permanent Fixed Term (*please provide details*)

Casual (*please provide details*)

/ /

%

£ p.a.

£ p.a.

£ p.a.

£ p.a.

C - INCOME DETAILS - SELF EMPLOYED

1st APPLICANT

2nd APPLICANT

To be completed if you have 25% or more shareholding in your company

1 Self-employment type?

2 Name and address of company

Please provide details of any other business on the additional information sheet.

3 Nature of business

4 Company registration number (if applicable)

5 VAT number (if applicable)

6 Date started self employment? (if under 2 years please provide details of previous employment/self employment on the additional information sheet)

7 What is your shareholding? (if less than 25% please complete the Employed section above)

8 Are you a professional property developer?

9 Name, address and telephone number of your accountants.

10 What qualifications does your accountant hold? (Chartered / Certified etc)

11 Your share of the last 3 years net profit figures (or P60 amounts if on PAYE) (Year 1 being most recent) Figures for third year required on Mainstream applications over £500,000 only

12 Total annual income

13 Applicant's income from the Business (where limited inc. salary and dividends, where partnership confirm share of net profit)

14 Any other guaranteed income

15 Source of other income

Limited Company Partnership Sole Trader

Postcode

Year 1 £ Year 2 £

For Mainstream applications over £500,000 only: Year 3 £

£

Year 1 £ Year 2 £

For Mainstream applications over £500,000 only: Year 3 £

£

Limited Company Partnership Sole Trader

Postcode

Year 1 £ Year 2 £

For Mainstream applications over £500,000 only: Year 3 £

£

Year 1 £ Year 2 £

For Mainstream applications over £500,000 only: Year 3 £

£

D - FINANCIAL DETAILS - Current / Latest Residential Mortgage / Tenancy Details

All mortgages / tenancies in the last 12 months. Please state your residential mortgage first.

Applicant 1,2,3,4 or joint	Lender / Landlord Name & Address	Account Number	Date Mortgage / Tenancy started	If Tenancy is it private? Y/N	Approximate outstanding balance	Monthly payment	No. of missed payments			Non Conforming Y/N	Is this mortgage to be retained? Y/N	Reason for retention
							months 1-3	months 4-6	months 7-12			
			/		£	£						
			/		£	£						
			/		£	£						

D - FINANCIAL DETAILS Continued...

1st APPLICANT

2nd APPLICANT

1 If Yes to residential mortgage retained, reason for retention?

2 What will be your monthly payment on the mortgage you are retaining on completion of this loan?

3 If your residential mortgage is to be retained and rented, what will the monthly rental income be?

4 Have you had 3 or more months arrears (cleared or not) on any secured or unsecured loan in the last 2 years? If so how many?

5 Have you received housing benefit totalling >50% of the monthly payment due in the last 12 months?

If Yes, number of payments

6 Have you ever been bankrupt?

If yes bankruptcy registration / discharge date

7 Have you ever entered into an IVA?

IVA arrangement / completion date

8 Do you have a conviction for any offence or have a prosecution pending other than for a driving related offence or a spent conviction? If yes please provide details on the additional information sheet

9 Have you ever had a property repossessed? If yes, please confirm date of repossession and lenders name

Please give monthly amounts of any of the following payment obligations:-

10 Maintenance/alimony

11 IVAs & Outstanding Balance £

12 How many Credit / Debit Cards do you hold & balance outstanding?

How much will be repaid on completion?

13 Have you any other non credit monthly commitments?

14 Approximate total outstanding balance of applicants' other Platform/Co-operative Banking Group Buy to Let mortgages

Ex- Marital Renting

£

£

Yes No Months

Yes No Months

Last 1-6 months Last 7-12 months

Yes No

Reg / / Dis / /

Yes No

Arr / / Com / /

Yes No

Yes No / /

£

£ £

£ £

£

£

£

Ex- Marital Renting

£

£

Yes No Months

Yes No Months

Last 1-6 months Last 7-12 months

Yes No

Reg / / Dis / /

Yes No

Arr / / Com / /

Yes No

Yes No / /

£

£ £

£ £

£

£

£

Other credit commitments – (including student loans excluding business loans)

Applicant 1,2,3,4 or joint	Lender	Balance O/S	Monthly Payment	Loan End date	Will be paid before completion? Y/N	Secured? Y/N	Is the secured loan paid by the applicant's business? Y/N
		£	£	/			
		£	£	/			
		£	£	/			
		£	£	/			
		£	£	/			

E - DETAILS OF PROPERTY TO BE MORTGAGED

1 Address of property

2 Tenure of property

3 Type of property

4 Description: Flat/Studio/Maisonette

Please state number of each:

Postcode

Freehold Leasehold If lease unexpired, lease term yrs

House Detached Semi-det Mid Terrace End Terrace

Bungalow Studio Flat Maisonette

No. of floors in block No. of units Which floor is property located Access via Balcony? Yes No

Purpose built Converted

Receptions Bedrooms Kitchens Bathrooms Garages Outbuildings

Front garden Rear garden Parking space Is this open plan?

E - 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 if under 10 years is NHBC available? <input type="checkbox"/>	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? <input type="text"/>														
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 <input type="text"/>	/	/												
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"/>	<input type="text"/>														
12 Does the applicant intend to let the property? (if yes provide details)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<input type="text"/>														
13 Is >25% of the property for non residential usage?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<input type="text"/>														
14 Please give the names of all persons over the age of 17 who will occupy the property	<table border="1"> <thead> <tr> <th>First Name</th> <th>Surname</th> <th>Age</th> <th>Relationship to applicant</th> </tr> </thead> <tbody> <tr> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> </tr> <tr> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> </tr> </tbody> </table>					First Name	Surname	Age	Relationship to applicant	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
First Name	Surname	Age	Relationship to applicant														
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>														
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>														
15 Buy to Let / Let to Buy only: Anticipated rental income	per month £ <input type="text"/>																
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.	<input type="text"/>																
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 Platform/Co-operative Banking Group upon completion of (and including) this application.	<input type="text"/>																
19 Approximate total outstanding balance of the other Platform/Co-operative Banking Group mortgages.	<input type="text"/>																
20 Including this application, how many mortgages do you currently have with Platform or the Co-operative Banking Group?	<input type="text"/>																
21 Is the property less than 12 months old?	Yes <input type="checkbox"/>	No <input type="checkbox"/>															
22 Has the property been converted in the last 12 months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>															

F - DETAILS OF LOAN REQUESTED

1 Amount of loan requested £ <input type="text"/>	2 Term of loan required <input type="text"/> years
Flexible product only	
1 Initial loan amount £ <input type="text"/>	2 Reserve fund credit limit £ <input type="text"/>
REMORTGAGE	
1 Estimated value of property £ <input type="text"/>	
2 Would you like an automatic valuation on this case? Yes <input type="checkbox"/> No <input type="checkbox"/>	
3 Date originally Purchased <input type="text"/> / <input type="text"/> / <input type="text"/>	Original Purchase Price £ <input type="text"/> Amount originally borrowed to purchase property £ <input type="text"/>
4 Purpose of remortgage Home Improvements <input type="checkbox"/> £ for £ <input type="text"/> Debt Consolidation <input type="checkbox"/> Capital Raising <input type="checkbox"/>	
Please tick all boxes that apply (If £ for £, tick this box only)	
If Capital Raising, reason for Capital Raising: Purchasing another property (investment) <input type="checkbox"/> Purchasing a residential property <input type="checkbox"/> Purchasing a 2nd home <input type="checkbox"/>	
Purchasing a holiday home <input type="checkbox"/> Business Purposes <input type="checkbox"/> Other <input type="text"/>	
If Capital Raising, then is a Transfer of Equity involved? Yes <input type="checkbox"/> No <input type="checkbox"/>	
5 Any second charges Yes <input type="checkbox"/> No <input type="checkbox"/> 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? <input type="text"/>	
PURCHASE	
1 Purchase price (discounted price if under council Right to Buy scheme) £ <input type="text"/> 2 Estimated Value of Property £ <input type="text"/>	
3 Would you like an automatic valuation on this case? Yes <input type="checkbox"/> No <input type="checkbox"/>	
4 Is the property being purchased from a member of your family? Yes <input type="checkbox"/> No <input type="checkbox"/>	5 Is this a private sale? Yes <input type="checkbox"/> No <input type="checkbox"/>
6 Will the property be subject to a Deed of Gift? Yes <input type="checkbox"/> No <input type="checkbox"/>	7 Are you a First Time Buyer? Yes <input type="checkbox"/> No <input type="checkbox"/>
8 Are you selling your existing property? Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, what is the sale price? £ <input type="text"/>
If no, what are your intentions? <input type="text"/>	
9 Please provide full details of the source of your deposit (please tick all boxes that apply)	
Savings <input type="checkbox"/> Inheritance <input type="checkbox"/> Cashing in investment Policy <input type="checkbox"/> Gift <input type="checkbox"/>	
Property Sale <input type="checkbox"/> Loan(s) <input type="checkbox"/> Other <input type="text"/>	
10 Name, address & tel. no. of selling agents <input type="text"/>	
11 Name, address & tel. no. of vendor <input type="text"/>	

