

# Intermediary Mid-Term Amendment Request, With or Without Rate Switch

The Society's rate switch products can be viewed at: [www.mbs-intermediaries.com/mortgage-products](http://www.mbs-intermediaries.com/mortgage-products)

Please email all requests to: [brokers@monbs.com](mailto:brokers@monbs.com)

Borrower(s) signature(s) are required for a mid-term amendment.

This change to the loan account can only be requested by registered brokers. Intermediary registration forms can be found at [www.mbs-intermediaries.com](http://www.mbs-intermediaries.com). If you have any queries regarding registration please contact the Broker Sales team on 01633 844380 or email [brokers@monbs.com](mailto:brokers@monbs.com).

Please complete sections 1 to 3 to support request

## Section 1 - Overview

Intermediary firm  
(Name and address)

Postcode:

Adviser name

FCA registration number

Applicant 1 - Customer(s) full middle & last name(s)

Applicant 2 - Customer(s) full middle & last name(s)

Mortgage account number:     -      -

Security address

Postcode:

Applicants main contact number

Current product expiry date   /   /

Estimated property valuation

LTV

If rate switch required, what is the new product description and code

Product fee £

Add to loan: Yes  No

Repayment strategy details if currently interest only

Broker fee being charged £

## Customer

- I/We can confirm that I/we have authorised the above broker to undertake the rate switch and/or a mid-term amendment on my/our behalf and confirm that advice and recommendation has been provided in respect of the request.
- I/We can confirm that I/we are still residing at the mortgaged property.  
(Residential Mortgages Only)

## Privacy Notice:

Monmouthshire Building Society's Customer Privacy Notice and details of how we use your information should be read prior to signing. This is available from your broker or online at [www.monbs.com/privacy](http://www.monbs.com/privacy).

<b>Borrower 1 signature</b>	<b>Borrower name</b>
	Date <input type="text"/> / <input type="text"/> / <input type="text"/>
<b>Borrower 2 signature</b>	<b>Borrower name</b>
	Date <input type="text"/> / <input type="text"/> / <input type="text"/>

<b>Section 2 – Mid-term amendment</b>	
Please complete the relevant section according to which type of amendment required (please tick box of relevant mid-term amendment).	
<input type="checkbox"/> Term extension - where the new term does not extend into borrowers retirement age	
Please state the term of mortgage required (when is the mortgage to be repaid in full).	
Please state the reason for term extension request.	
What age will the borrower(s) be at the end of the new term?	
Applicant 1:	Applicant 2:
What is/are their intended retirement age(s)?	
Applicant 1:	Applicant 2:
What is the nature of their employment?	
Applicant 1:	Applicant 2:
<input type="checkbox"/> Please tick to confirm that you have carried out an income and expenditure assessment with your customer(s), the mortgage is affordable and this request forms part of your advice and recommendation.	
If any element of the mortgage is on an interest only basis please confirm the repayment strategy. Please note the strategy should be acceptable under the society's lending criteria which can be found on our website <a href="http://www.mbs-intermediaries.com/lending-criteria">www.mbs-intermediaries.com/lending-criteria</a>	

Term extension – where the new term extends into borrowers retirement age (if within 10 years to retirement)

Please state the term of mortgage required (when is the mortgage to be repaid in full).

Please state the reason for term extension request.

What age will the borrower(s) be at the end of the new term?

Applicant 1:

Applicant 2:

What is/are their intended retirement age(s)?

Applicant 1:

Applicant 2:

What is the nature of their employment?

Applicant 1:

Applicant 2:

Please tick to confirm that you have carried out an income and expenditure assessment with your customer(s), the mortgage is affordable and this request forms part of your advice and recommendation.

Please tick to confirm that you have provided a pension statement or payslip to confirm contributions.

If any element of the mortgage is on an interest only basis please confirm the repayment strategy. Please note the strategy should be acceptable under the society's lending criteria which can be found on our website [www.mbs-intermediaries.com/lending-criteria](http://www.mbs-intermediaries.com/lending-criteria)

Term reduction

Please state the term of mortgage required (when is the mortgage to be repaid in full).

Please state the reason for term extension request.

Please tick to confirm that you have carried out an income and expenditure assessment with your customer(s), the mortgage is affordable and this request forms part of your advice and recommendation.

Please tick to confirm that you have provided a pension statement or payslip to confirm contributions.

If any element of the mortgage is on an interest only basis please confirm the repayment strategy. Please note the strategy should be acceptable under the society's lending criteria which can be found on our website [www.mbs-intermediaries.com/lending-criteria](http://www.mbs-intermediaries.com/lending-criteria)

Switch to interest only

Please state the reason for request to switch to an interest only loan.

Please state the amount on interest only. Please advise of any split if part interest only and capital repayment.

Interest only amount: £

Capital repayment amount (If part interest only and capital repayment): £

Please confirm that the lending meets the Society's current interest only criteria:  
Please see lending criteria information at [www.mbs-intermediaries.com/lending-criteria](http://www.mbs-intermediaries.com/lending-criteria)

Please tick to confirm that lending meets the society's interest only criteria.

Please state the repayment strategy  
Please note this should be acceptable under the Society's lending criteria which can be found on our website [www.mbs-intermediaries.com/lending-criteria](http://www.mbs-intermediaries.com/lending-criteria)

Please tick to confirm that you have provided the evidence of the repayment strategy.

Please tick to confirm that you have carried out an income and expenditure assessment with your customers, the mortgage is affordable and this request forms part of your advice and recommendation.

Switch to repayment/part repayment

Please state the reason for request to switch to repayment.

Please state the amount on interest only. Please advise of any split if part interest only and capital repayment.

Capital repayment amount £

Interest only amount (If part interest only and capital repayment): £

If any element remains on an interest only basis please state the repayment strategy below:

Please tick to confirm that you have carried out an income and expenditure assessment with your customers, the mortgage is affordable and this request forms part of your advice and recommendation.

**Section 3 - Additional Information**

If you have any additional information to support and help the society with the assessment of this request please include this in the box below:

Please note that we reserve the right to ask for additional information and/or documentation in order to consider the request.

If a further advance/transfer of equity is required please complete the relevant section of our residential application form, see [www.mbs-intermediaries.com/documents](http://www.mbs-intermediaries.com/documents).



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

Monmouthshire House, John Frost Square, Newport, South Wales, NP20 1PX

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

We take your privacy very seriously and always treat your personal information with the greatest care, holding it safely and securely. For further information, our Privacy Notice is available from our website [www.monbs.com/privacy](http://www.monbs.com/privacy), in branch or agency offices or call our Customer Services Department (01633 844340). This will give you more detailed information.