

Limited Company Portfolio Mortgage Application Form

Purchase, Remortgage & Further Advance for Buy-to-Let,
Holiday Let, HMO and Multi-Unit Freehold Properties



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NOTES TO HELP YOU COMPLETE YOUR MORTGAGE APPLICATION

Pre-Submission	Submission
If you need assistance with this application form or have any other queries, please email portfolio@monbs.com	Please submit your completed application form to portfolio@monbs.com

- Please complete this application form in full. Failure to do so will result in a delay with the processing of the application.
- All income must be in pounds sterling.
- Please remember to complete the Direct Debit form (Section 12), read and sign the Declaration (Section 13). Failure to do so will result in us being unable to conduct the necessary searches required to process your application.
- Fee(s) when confirmed can be paid by visiting the Society's online payment portal <https://pay.monbs.com>
- Please endeavour to email supporting documentation in the first instance. If you are sending any original documents by post, please make sure they are securely packaged and sent via Signed For Delivery or Special Delivery Guaranteed post. Please note that email correspondence is prioritised over postal correspondence and as such, you may experience delays if sending supporting documentation via the post.
- Documentation
 - For details of required documentation, please visit <https://www.mbs-intermediaries.com/packaging>
- If sending documentation by email, please ensure they are encrypted/password protected before sending to portfolio@monbs.com
- Monmouthshire Building Society does not currently offer a mixture of both individual and Limited Company Portfolio lending.
- If you need additional space to answer any of the questions, please use the space on page 20 making sure you reference the applicable section of the form to which the note relates.

Thank you for choosing Monmouthshire Building Society.

Head office: Monmouthshire House, John Frost Square, Newport, South Wales NP20 1PX t: 01633 844 444

If you fail to keep up with payments on your mortgage a 'receiver of rent' may be appointed and/or your rental property may be repossessed.

● INTERMEDIARY USE ONLY - To be fully completed by the intermediary in all cases

Intermediary Full Name	<input type="text"/>	Adviser's Full Name	<input type="text"/>
Firm Address	<input type="text"/>	Telephone No.	<input type="text"/>
		Mobile No.	<input type="text"/>
		Email Address	<input type="text"/>

Please note that the Society will use this email address to communicate with you in connection with the processing of the application unless you specifically advise us to the contrary

Network FCA number if applicable:

Intermediary Firm FCA registration number:

Mortgage Club (if applicable):

Product Code (Must be completed) Please refer to the Mortgage Product Guide

Amount of fee the applicant will pay you for arranging this mortgage (Enter nil if no fee is being charged)? (Must be completed)

When is this fee payable? On application On offer On completion

On what basis was this mortgage arranged? Advised sale Non-advised sale Face to face non face to face

If terms have been discussed and agreed by the Society, please state with whom, the date and give details of the agreement

If a quotation has been produced for you by Monmouthshire Building Society please provide the reference number

Details of Customer

Full Name of Customer

Type of entity (corporate, trust, etc)

Location of Business (Full operating address)

Registered Office in Country of Incorporation

Registered Number if any (or appropriate)

Relevant Company Registry or regulated market listing authority

Names of Directors (or equivalent) and dates of birth, if known

Names* of principal beneficial owners (over 25%) and dates of birth, if known

* Note that this certificate must be signed by the person who has seen the original documentary evidence

Confirmation

I/we confirm that

- (a) this information was obtained by me/us in relation to the customer;
- (b) the evidence I/we have obtained to verify the identity of the customer: (tick one only)

meets the standard evidence set out within the guidance for the UK Financial Sector issued by JMLSG ; or

exceeds the standard evidence (written details of the further verification evidence taken are attached to this confirmation).

Adviser Declaration:

I confirm that I have/my company has the necessary permissions from the FCA/PRA to advise (where applicable), complete and submit this application on behalf of my/our clients

I confirm that I am acting on behalf of the applicant(s) and have their permission to access their information

I certify that all documents, whether electronically attached or posted, are genuine copies of the original documents which I have seen

I confirm that to the best of my knowledge, the information contained in this application is true and accurate

Adviser Name

Adviser Signature

Position

Date

Section 1 - Business Details

PLEASE PROVIDE THE FOLLOWING INFORMATION ON YOUR BUSINESS

Trading/Business name

How long have the company been trading?

 Years Months

Business address

Postcode

Correspondence address (if different to business address)

Postcode

Email address

Business website if applicable

Registered address (Limited Companies)

Postcode

Company registration number (if applicable)

Date the company was incorporated

 / /

Type of business (please tick the type of business)

SIC Codes

Number of Beneficiaries Limited Company

Number of Directors Other

Please advise of the number of shareholders

and your percentage shareholding % %

% %

Has the business ever

Made a composition with creditors (where they have accepted a proportion of a debt in full settlement including a Company Voluntary Arrangement (CVA)?)

Yes No

Had a property repossessed?

Yes No

Had a court order for debt registered against it?

Yes No

Failed to keep up repayments on a mortgage, credit card or other financial arrangement?

Yes No

Broken any credit agreements?

Yes No

Name and address of your accountant

Postcode

How long has he/she acted for you? years

If yes to any of the questions opposite, please give details below

Section 2 - Purpose of Loan

2.1 Purpose of the loan Purchase Remortgage Further Advance Transfer of Equity
(PLEASE TICK)

2.2 Purpose of the loan (existing borrowers only) Add property Remove property Substitute property Further Borrowing only

	Applicant 1		Applicant 2		Applicant 3		Applicant 4	
2.3 Do you have at least 2 years' landlord experience?	Yes <input type="checkbox"/>	No <input type="checkbox"/>						
2.4 Have you or a related person occupied the properties?	Yes <input type="checkbox"/>	No <input type="checkbox"/>						

2.5 Why are you purchasing/remortgaging a property to let?

Section 3 - Directors' Personal Details This section must be completed for all parties involved in the mortgage

	Applicant 1		Applicant 2							
3.1 Do you have a mortgage or savings account with us?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>						
3.2 If 'Yes', please give your Monmouthshire Building Society Account numbers:	<div style="border: 1px solid black; height: 20px;"></div>		<div style="border: 1px solid black; height: 20px;"></div>							
	<div style="border: 1px solid black; height: 20px;"></div>		<div style="border: 1px solid black; height: 20px;"></div>							
	<div style="border: 1px solid black; height: 20px;"></div>		<div style="border: 1px solid black; height: 20px;"></div>							
3.3 First name	<div style="border: 1px solid black; height: 20px;"></div>		<div style="border: 1px solid black; height: 20px;"></div>							
3.4 Middle name(s)	<div style="border: 1px solid black; height: 20px;"></div>		<div style="border: 1px solid black; height: 20px;"></div>							
3.5 Surname	<div style="border: 1px solid black; height: 20px;"></div>		<div style="border: 1px solid black; height: 20px;"></div>							
3.6 Title	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other <input type="checkbox"/>	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other <input type="checkbox"/>
3.7 Marital Status	<div style="border: 1px solid black; height: 20px;"></div>		<div style="border: 1px solid black; height: 20px;"></div>							
3.8 Previous name(s) (last 3 years)	<div style="border: 1px solid black; height: 20px;"></div>		<div style="border: 1px solid black; height: 20px;"></div>							
3.9 Nationality	<div style="border: 1px solid black; height: 20px;"></div>		<div style="border: 1px solid black; height: 20px;"></div>							
3.10 Are you an EEA national or UK National?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>						
3.11 Do you have indefinite leave to remain within the UK?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>						
3.12 Are you a UK resident?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>						
3.13 National Insurance Number	<div style="border: 1px solid black; height: 20px;"></div>		<div style="border: 1px solid black; height: 20px;"></div>							
3.14 Date of Birth	<div style="border: 1px solid black; height: 20px;"></div>		<div style="border: 1px solid black; height: 20px;"></div>							
3.15 Email Address	<div style="border: 1px solid black; height: 20px;"></div>		<div style="border: 1px solid black; height: 20px;"></div>							
3.16 Telephone Number	Home <input type="text"/>	<input type="text"/>	Home <input type="text"/>	<input type="text"/>						
	Mobile <input type="text"/>	<input type="text"/>	Mobile <input type="text"/>	<input type="text"/>						
3.17 Convenient time to contact	AM <input type="checkbox"/>	PM <input type="checkbox"/>	AM <input type="checkbox"/>	PM <input type="checkbox"/>						
3 Years Address History										
3.18 Current Address: (If at this address for less than 3 years please provide details in 3.20-3.25 below)	<div style="border: 1px solid black; height: 40px;"></div>		<div style="border: 1px solid black; height: 40px;"></div>							
	Post Code <input type="text"/>		Post Code <input type="text"/>							
3.19 How long have you lived at this address?	From <input type="text"/>	to <input type="text"/>	From <input type="text"/>	to <input type="text"/>						
If less than 3 Years at Current Address										
3.20 Previous Address 1 (If less than 3 years at current address)	<div style="border: 1px solid black; height: 40px;"></div>		<div style="border: 1px solid black; height: 40px;"></div>							
	Post Code <input type="text"/>		Post Code <input type="text"/>							

3.21 How long did you live at this address?
From / / to / /

3.22 Previous Address 2
If less than 3 years at current address and previous address 1

Post Code

3.23 How long did you live at this address?
From / / to / /

3.24 Previous Address 3
If less than 3 years at current address and previous address 1 & 2

Post Code

3.25 How long did you live at this address?
From / / to / /

3.26 Basis of Occupation at your present address
Owned outright
Owned subject to mortgage

From / / to / /

Post Code

From / / to / /

Post Code

From / / to / /

Owned outright
Owned subject to mortgage

Main Residential Mortgage Details

Answer 3.27 - 3.31 only if applicable

3.27 Lender's Name

3.28 Lender's Address

Post Code

3.29 Loan/Rent Account No.

3.30 Monthly Payment/Rent £

3.31 Approximate balance outstanding (Mortgage only) £

Post Code

£

£

Applicant 3

3.1 Do you have a mortgage or savings account with us? Yes No

3.2 If 'Yes', please give your Monmouthshire Building Society Account numbers:

3.3 First name

3.4 Middle name(s)

3.5 Surname

3.6 Title Mr Mrs Miss Ms Other

3.7a Marital Status

3.8 Previous name(s) (last 3 years)

3.9 Nationality

3.10 Are you an EEA national or UK National? Yes No

3.11 Do you have indefinite leave to remain within the UK? Yes No

3.12 Are you a UK resident? Yes No

Applicant 4

Yes No

Mr Mrs Miss Ms Other

Yes No

Yes No

Yes No

3.13 National Insurance Number

3.14 Date of Birth

3.15 Email Address

3.16 Telephone Number
Home
Mobile

3.17 Convenient time to contact AM PM

Home
Mobile

AM PM

3 Years Address History

3.18 Current Address:
(If at this address for less than 3 years please provide details in 3.20-3.25 below)

Post Code

3.19 How long have you lived at this address?
From / / to / /

Post Code

From / / to / /

If less than 3 Years at Current Address

3.20 Previous Address 1
If less than 3 years at current address

Post Code

3.21 How long did you live at this address?
From / / to / /

Post Code

From / / to / /

3.22 Previous Address 2
If less than 3 years at current address and previous address 1

Post Code

3.23 How long did you live at this address?
From / / to / /

Post Code

From / / to / /

3.24 Previous Address 3
If less than 3 years at current address and previous address 1 & 2

Post Code

3.25 How long did you live at this address?
From / / to / /

Post Code

From / / to / /

3.26 Basis of Occupation at your present address
Owned outright
Owned subject to mortgage

Owned outright
Owned subject to mortgage

Main Residential Mortgage Details

Answer 3.27 - 3.31 only if applicable

3.27 Lender's Name

3.28 Lender's Address

Post Code

3.29 Loan/Rent Account No.

3.30 Monthly Payment/Rent £

3.31 Approximate balance outstanding (Mortgage only) £

Post Code

£

£

Applicant 3

4.1 Occupation

4.2 Basis Employee Self Employed
 Non-shareholding Director Director

4.3 Anticipated retirement age

4.4 Are you employed by a relative? Yes No

4.5 Is your employment Permanent Temporary
 Fixed contract Sub contract
 Other Please state

4.6 Employer's Name

4.7 Nature of the Business

4.8 Employer's Business Address
 Post Code

4.9 Employer Tel. No.

4.10 Employer email address

4.11 How long have you been employed by this company? Years Months

4.12 Annual Basic Salary £ Per annum

4.13 Overtime £ Per annum

4.14 Commission £ Per annum

4.15 Shift allowance £ Per annum

4.16 Other pay £ Per annum

Total gross income £ Per annum

4.17 Other Income. e.g. pension, rents, maintenance etc.
 SOURCE: AMOUNT: £ Per annum
 £ Per annum
 £ Per annum

4.18 What is your Total NET monthly income (your income after tax is deducted)? £ Per month
 For Company Directors, please provide details of your company Accountant's name, address and contact details

4.19 Accountant's name & Address
 Post Code

4.20 Email Address

4.21 Telephone Number

Applicant 4

Employee Self Employed
 Non-shareholding Director Director

Yes No

Permanent Temporary
 Fixed contract Sub contract
 Other Please state

Post Code

SOURCE: AMOUNT: £ Per annum
 £ Per annum
 £ Per annum

£ Per month

Post Code

Section 5 - Your Self-Employed Income Details/Company Directors who are Shareholders

	Applicant 1	Applicant 2
5.1 Basis	Self-Employed <input type="checkbox"/>	Self-Employed <input type="checkbox"/>
	Director <input type="checkbox"/> - Please state % shareholding <input type="text" value=""/> %	Director <input type="checkbox"/> - Please state % shareholding <input type="text" value=""/> %
5.2 Anticipated retirement age	<input type="text" value=""/> Years	<input type="text" value=""/> Years
5.3 Company name, address and contact details	<div style="border: 1px solid black; height: 60px; width: 100%;"></div>	<div style="border: 1px solid black; height: 60px; width: 100%;"></div>
	Post Code <input type="text" value=""/>	Post Code <input type="text" value=""/>
5.4 Telephone number	<input type="text" value=""/>	<input type="text" value=""/>
5.5 Nature of business	<input type="text" value=""/>	<input type="text" value=""/>
5.6 On what basis do you trade? (Sole Trader, Partnership etc)	<input type="text" value=""/>	<input type="text" value=""/>
5.7 If Limited company, please give details - i.e. company number	<input type="text" value=""/>	<input type="text" value=""/>
5.8 Date business started	<input type="text" value=""/>	<input type="text" value=""/>
5.9a Is this business currently solvent and trading as a going concern?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
5.9b What is your share of the Company's net taxable Profit for the last 2 tax/trading years?	£ <input type="text" value=""/> Per annum yr ending <input type="text" value=""/> £ <input type="text" value=""/> Per annum yr ending <input type="text" value=""/>	£ <input type="text" value=""/> Per annum yr ending <input type="text" value=""/> £ <input type="text" value=""/> Per annum yr ending <input type="text" value=""/>
5.10 If you receive a salary in addition to your share of the net taxable profit, how much is this:		
a) gross per year? (before tax)	£ <input type="text" value=""/> Per annum	£ <input type="text" value=""/> Per annum
b) net per month? (after tax)	£ <input type="text" value=""/> Per month	£ <input type="text" value=""/> Per month
5.11 Other income	SOURCE: AMOUNT:	SOURCE: AMOUNT:
Pension	<input type="text" value=""/> £ <input type="text" value=""/> Per annum	<input type="text" value=""/> £ <input type="text" value=""/> Per annum
Rent	<input type="text" value=""/> £ <input type="text" value=""/> Per annum	<input type="text" value=""/> £ <input type="text" value=""/> Per annum
Maintenance	<input type="text" value=""/> £ <input type="text" value=""/> Per annum	<input type="text" value=""/> £ <input type="text" value=""/> Per annum
Other	<input type="text" value=""/> £ <input type="text" value=""/> Per annum	<input type="text" value=""/> £ <input type="text" value=""/> Per annum
5.12 Company Accountant's name, address and contact details	<div style="border: 1px solid black; height: 60px; width: 100%;"></div>	<div style="border: 1px solid black; height: 60px; width: 100%;"></div>
	Post Code <input type="text" value=""/>	Post Code <input type="text" value=""/>
5.13 Accountant's qualifications	<input type="text" value=""/>	<input type="text" value=""/>
5.14 Company Accountant's email address	<input type="text" value=""/>	<input type="text" value=""/>
5.15 Telephone number	<input type="text" value=""/>	<input type="text" value=""/>
5.16 How long has your Accountant acted for you?	<input type="text" value=""/>	<input type="text" value=""/>
5.17 What is your TOTAL NET monthly income? (your income after tax is deducted)	£ <input type="text" value=""/> Per month	£ <input type="text" value=""/> Per month

Applicant 3

Applicant 4

5.1 Basis	Self-Employed <input type="checkbox"/>	Self-Employed <input type="checkbox"/>
	Director <input type="checkbox"/> - Please state % shareholding <input type="text"/> %	Director <input type="checkbox"/> - Please state % shareholding <input type="text"/> %
5.2 Anticipated retirement age	<input type="text"/> Years	<input type="text"/> Years
5.3 Company name, address and contact details	<div style="border: 1px solid black; height: 40px; width: 100%;"></div>	<div style="border: 1px solid black; height: 40px; width: 100%;"></div>
	Post Code <input type="text"/>	Post Code <input type="text"/>
5.4 Telephone number	<input type="text"/>	<input type="text"/>
5.5 Nature of business	<input type="text"/>	<input type="text"/>
5.6 On what basis do you trade? (Sole Trader, Partnership etc)	<input type="text"/>	<input type="text"/>
5.7 If Limited company, please give details - i.e. company number	<input type="text"/>	<input type="text"/>
5.8 Date business started	<input type="text"/>	<input type="text"/>
5.9a Is this business currently solvent and trading as a going concern?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
5.9b What is your share of the Company's net taxable Profit for the last 2 tax/trading years?	£ <input type="text"/> Per annum yr ending <input type="text"/>	£ <input type="text"/> Per annum yr ending <input type="text"/>
	£ <input type="text"/> Per annum yr ending <input type="text"/>	£ <input type="text"/> Per annum yr ending <input type="text"/>
5.10 If you receive a salary in addition to your share of the net taxable profit, how much is this:		
a) gross per year? (before tax)	£ <input type="text"/> Per annum	£ <input type="text"/> Per annum
b) net per month? (after tax)	£ <input type="text"/> Per month	£ <input type="text"/> Per month
5.11 Other income	SOURCE: AMOUNT:	SOURCE: AMOUNT:
Pension	<input type="text"/> £ <input type="text"/> Per annum	<input type="text"/> £ <input type="text"/> Per annum
Rent	<input type="text"/> £ <input type="text"/> Per annum	<input type="text"/> £ <input type="text"/> Per annum
Maintenance	<input type="text"/> £ <input type="text"/> Per annum	<input type="text"/> £ <input type="text"/> Per annum
Other	<input type="text"/> £ <input type="text"/> Per annum	<input type="text"/> £ <input type="text"/> Per annum
5.12 Company Accountant's name, address and contact details	<div style="border: 1px solid black; height: 40px; width: 100%;"></div>	<div style="border: 1px solid black; height: 40px; width: 100%;"></div>
	Post Code <input type="text"/>	Post Code <input type="text"/>
5.13 Accountant's qualifications	<input type="text"/>	<input type="text"/>
5.14 Company Accountant's email address	<input type="text"/>	<input type="text"/>
5.15 Telephone number	<input type="text"/>	<input type="text"/>
5.16 How long has your Accountant acted for you?	<input type="text"/>	<input type="text"/>
5.17 What is your TOTAL NET monthly income? (your income after tax is deducted)	£ <input type="text"/> Per month	£ <input type="text"/> Per month

Section 6 - Credit History

Applicant 1

Applicant 2

Yes/No

Yes/No

Have you ever owned a property which has been taken into possession by a lender, either as a result of a voluntary arrangement or Court Action?

Have you ever missed a payment, made a late payment or defaulted on any credit agreement?

Have you ever had a judgement for debt recorded against you (County Court Judgement)?

Or, if Self-Employed/controlling Director, against your company?

Have you ever been party to insolvency proceedings, bankruptcy, IVA or made a formal arrangement with your creditors? Is there an outstanding bankruptcy petition against you?

Have you ever been involved in any court proceedings for debt or do you have any unspent convictions relating to money laundering, theft, fraud, tax evasion, robbery, bribery, drugs, fire arms or human trafficking?

Are you currently the subject of any criminal proceedings or allegations of involvement in money laundering, theft, fraud, tax evasion, robbery, bribery, drugs, fire arms or human trafficking?

Have you ever had a mortgage application declined/refused?

Please complete the details below for all defaults and County Court Judgements registered against you (the certificate of satisfaction should be attached, where applicable)

Applicant 1 (tick)	Applicant 2 (tick)	Amount	Date Registered	Registered by whom	Date Satisfied (if applicable)
<input type="checkbox"/>	<input type="checkbox"/>	£ <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	£ <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	£ <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	£ <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Please explain the reasons for the financial difficulties:

Applicant 3

Applicant 4

Yes/No

Yes/No

Have you ever owned a property which has been taken into possession by a lender, either as a result of a voluntary arrangement or Court Action?

Have you ever missed a payment, made a late payment or defaulted on any credit agreement?

Have you ever had a judgement for debt recorded against you (County Court Judgement)?

Or, if Self-Employed/controlling Director, against your company?

Have you ever been party to insolvency proceedings, bankruptcy, IVA or made a formal arrangement with your creditors? Is there an outstanding bankruptcy petition against you?

Have you ever been involved in any court proceedings for debt or do you have any unspent convictions relating to money laundering, theft, fraud, tax evasion, robbery, bribery, drugs, fire arms or human trafficking?

Are you currently the subject of any criminal proceedings or allegations of involvement in money laundering, theft, fraud, tax evasion, robbery, bribery, drugs, fire arms or human trafficking?

Have you ever had a mortgage application declined/refused?

Please complete the details below for all defaults and County Court Judgements registered against you (the certificate of satisfaction should be attached, where applicable)

Applicant 3 (tick)	Applicant 4 (tick)	Amount	Date Registered	Registered by whom	Date Satisfied (if applicable)
<input type="checkbox"/>	<input type="checkbox"/>	£ <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	£ <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	£ <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	£ <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Please explain the reasons for the financial difficulties:

Section 7 - Personal Financial Profile

Personal Financial Profile

If you cannot fit all the information in the space provided, please use an additional copy of this application form and complete the necessary fields. Please ensure both forms are submitted together.

Additional Residential Properties; Second Home(s)													
	Lender's Name & Address	Account Number	Property Address		Property Details			Confirm All Owners	Monthly Payment (£0 if unencumbered)	Date of Purchase	Original Purchase Price	Mortgage Balance (£0 if unencumbered)	Estimated Property Value
			House/flat number	Street Name	Property Type		Property Style						
1									Owner 1 Owner 2 Owner 3 Owner 4				
			Town/city		No. of Bedrooms/Units	Year Built	Freehold or Leasehold (& Term of Leasehold)						
			Postcode										
2									Owner 1 Owner 2 Owner 3 Owner 4				
			Town/city		No. of Bedrooms/Units	Year Built	Freehold or Leasehold (& Term of Leasehold)						
			Postcode										

Savings, Investments and any Other Unsecured Assets			
Do you have any savings, investments or any other unsecured assets? If yes, please give details below. Yes <input type="checkbox"/> No <input type="checkbox"/>			Additional Information
	Personal Assets and Liabilities	Owner (s)	Asset Value
1			Use this space to give any additional information requested in any of the questions and any information which you feel will help the Society in assessing your application.
2			
3			
4			
5			

As this is a portfolio mortgage there will be one mortgage advance at completion to cover all properties. All properties secured under this mortgage are consolidated. Should you wish to add, remove or substitute properties during the life of this mortgage, the entire portfolio will need to be reviewed and assessed at that time.

Loan Details - Purchase (if applicable)

	Purchase Price	Loan Required	Deposit	Property Address		Property Details			Source of Deposit (The Society will require proof)	Repayment or Interest-only Mortgage (if Interest-only please confirm repayment vehicle)	Access Details (Names, address & contact details of the estate agent or seller)	Estimated Gross Monthly Rental Income	Additional Information (e.g Type of tenancy, wall/roof construction, more than one self-contained unit, incentives & New Build information)
				House/flat number	Street Name	Property Type (BTL/HMO/Holiday Let or MUFB)	Property Style	No. of Bedrooms/Units					
1													
				Town/city		No. of Bedrooms/Units	Year Built	Freehold or Leasehold (& Term of Leasehold)					
				Postcode									
2													
				Town/city		No. of Bedrooms/Units	Year Built	Freehold or Leasehold (& Term of Leasehold)					
				Postcode									
3													
				Town/city		No. of Bedrooms/Units	Year Built	Freehold or Leasehold (& Term of Leasehold)					
				Postcode									
4													
				Town/city		No. of Bedrooms/Units	Year Built	Freehold or Leasehold (& Term of Leasehold)					
				Postcode									
5													
				Town/city		No. of Bedrooms/Units	Year Built	Freehold or Leasehold (& Term of Leasehold)					
				Postcode									
6													
				Town/city		No. of Bedrooms/Units	Year Built	Freehold or Leasehold (& Term of Leasehold)					
				Postcode									
7													
				Town/city		No. of Bedrooms/Units	Year Built	Freehold or Leasehold (& Term of Leasehold)					
				Postcode									
8													
				Town/city		No. of Bedrooms/Units	Year Built	Freehold or Leasehold (& Term of Leasehold)					
				Postcode									

Loan Details - Remortgage (if applicable)

	Name of Lender (if applicable - if owned outright please confirm)	Current Mortgage Account Number (if applicable)	Mortgage Balance (if applicable)	Property Address		Property Details			Original Purchase Price (if applicable)	Date of Purchase	Estimated Property Value	Access Details (Names, address & contact details of the estate agent or seller)	Loan Required	Repayment or Interest-only Mortgage (if Interest-only please confirm repayment vehicle)	Reason for Additional Borrowing (if applicable)	Gross Monthly Rental Income	Monthly Payment	Additional Information (e.g Type of tenancy, wall/roof construction, more than one self-contained unit, incentives & New Build information)
				House/flat number	Street Name	Property Type (BTL/HMO/Holiday Let or MUFB)	Property Style	Town/city										
1																		
2																		
3																		
4																		
5																		
6																		
7																		
8																		

All Owned Investment Properties (Mortgaged and Unencumbered)

	Name and Address of the Current Lender (if applicable)	Current Mortgage Account Number (if applicable)	Property Address		Property Details			Confirm All Owners	Date of Purchase	Original Purchase Price (£)	Mortgage Balance (£0 if unencumbered)	Estimated Property Value	Tenancy Type (e.g. AST)	Start Date of Current Mortgage	Gross Monthly Rental Income	Monthly Payment to Lender (£0 if unencumbered)
			House/flat number	Street Name	Property Type (BTL/HMO/Holiday Let or MUFB)	Property Style	No. of Bedrooms/Units									
1								Owner 1 Owner 2 Owner 3 Owner 4 Ltd Company								
			Town/city													
			Postcode													
2								Owner 1 Owner 2 Owner 3 Owner 4 Ltd Company								
			Town/city													
			Postcode													
3								Owner 1 Owner 2 Owner 3 Owner 4 Ltd Company								
			Town/city													
			Postcode													
4								Owner 1 Owner 2 Owner 3 Owner 4 Ltd Company								
			Town/city													
			Postcode													
5								Owner 1 Owner 2 Owner 3 Owner 4 Ltd Company								
			Town/city													
			Postcode													
6								Owner 1 Owner 2 Owner 3 Owner 4 Ltd Company								
			Town/city													
			Postcode													
7								Owner 1 Owner 2 Owner 3 Owner 4 Ltd Company								
			Town/city													
			Postcode													
8								Owner 1 Owner 2 Owner 3 Owner 4 Ltd Company								
			Town/city													
			Postcode													
Total Portfolio										£	£		£	£		

Please note:- The above section should also include properties outside of Buy-to-Lets, Holiday Lets, HMO's & Multi-unit Freeholds, such as commercial owned properties.

Section 8 - Products and Fees

8.1	PRODUCT CODE	Amount of loan on CAPITAL & INTEREST	Amount of loan INTEREST ONLY	TOTAL	MORTGAGE REPAYMENT TERM Years
	<input type="text"/>	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>	<input type="text"/>

8.2 Product fee
(if applicable to the product terms) £

8.3 Is the product fee to be added to the mortgage? Yes No

8.4 If the product fee is to be added to the mortgage loan, has this been agreed by the applicant(s) Yes No

Section 9 - Further Advance

9.1 Are there any other loans (except your current mortgage) presently secured against this portfolio? Yes No

9.2 If 'Yes', please give details

Date Started	Amount of Secured Loan	Purpose of Loan	Provider	Account Number
<input type="text"/>	£ <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	£ <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	£ <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

9.3 State purpose for additional funds

CAPITAL & INTEREST	INTEREST ONLY	TOTAL	MORTGAGE REPAYMENT TERM Years
£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>	<input type="text"/>

(If the loan is required for home improvement purposes the Society may request written estimates. If structural alterations are to be made to the property, plans and evidence of relevant Local Authority approvals must be submitted and the Society's consent obtained before work commences. The Society may require that all of the work is completed before the funds are released).

8.4 Product fee
(if applicable to the product terms) £

8.5 Is the product fee to be added to the mortgage? Y N

8.6 If the product fee is to be added to the mortgage loan, has this been agreed by the applicant(s)? Y N

8.7 Other changes to the existing loan?
e.g change of term, repayment type etc.

8.8 If you have selected any element of the loan on INTEREST ONLY, please give details of how you intend to repay the capital and state why interest only is required.
Please note: you will be required to provide evidence.

The funds will be electronically transferred to your bank account or to a third party's account. A fee will apply
(See Tariff of Mortgage Charges)

To ensure the Society transfers the funds to the correct Bank Account, please complete the following

8.9 Name of Account Holder(s)

8.10 Bank/Building Society Account Number

8.11 Sort Code of Branch

8.12 Bank Address

Post Code

● Section 10 - Solicitor/Conveyancer - [\(House Purchase/Remortgage/Transfer of Equity cases only\)](#)

Name, Address and Telephone Number
of your Solicitor/Licensed Conveyancer

Please note that we reserve the
right to use our own solicitor/licensed
conveyancer

Post Code

Email Address

Contact Name

Tel. No.

If opting for the Society's fee assist legal facility (product
dependent), please tick here:

● Section 11 - Valuation and Inspection

The Society is legally obliged to obtain a Valuation Report to determine the value of your property for mortgage purposes. Since the valuer's inspection will be limited you are strongly advised, for your own protection, to obtain a fuller inspection and report. Details are provided in the Society's Mortgage Guide Leaflet and Tariff of Mortgage Charges. All directors must pay the appropriate fee for the Society's Valuation Report for mortgage purposes.

Please note: The Society will be in contact to arrange full valuations for each property for mortgage purposes and confirm the fee payment for each. All HMO & Multi-unit freehold properties will be subject to a specialist valuation report which will incur a cost separate from our standard valuations for Buy-To-Lets and Holiday Lets.

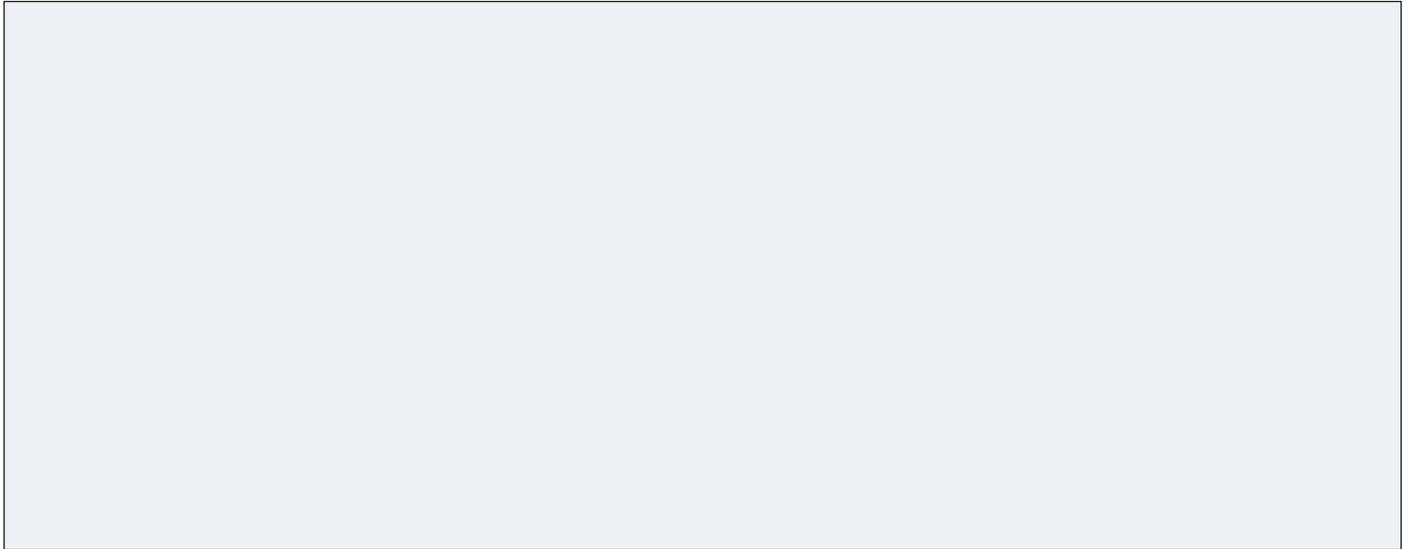
● Section 12 - Identity Verification - When not applying through a Mortgage Intermediary

To make the process as quick and easy as possible we use an electronic verification system to confirm your identity.

If we are unable to verify you electronically, you will need to supply us with identification documents. We will require two forms of identification for each director, one document as proof of name and one as proof of address.

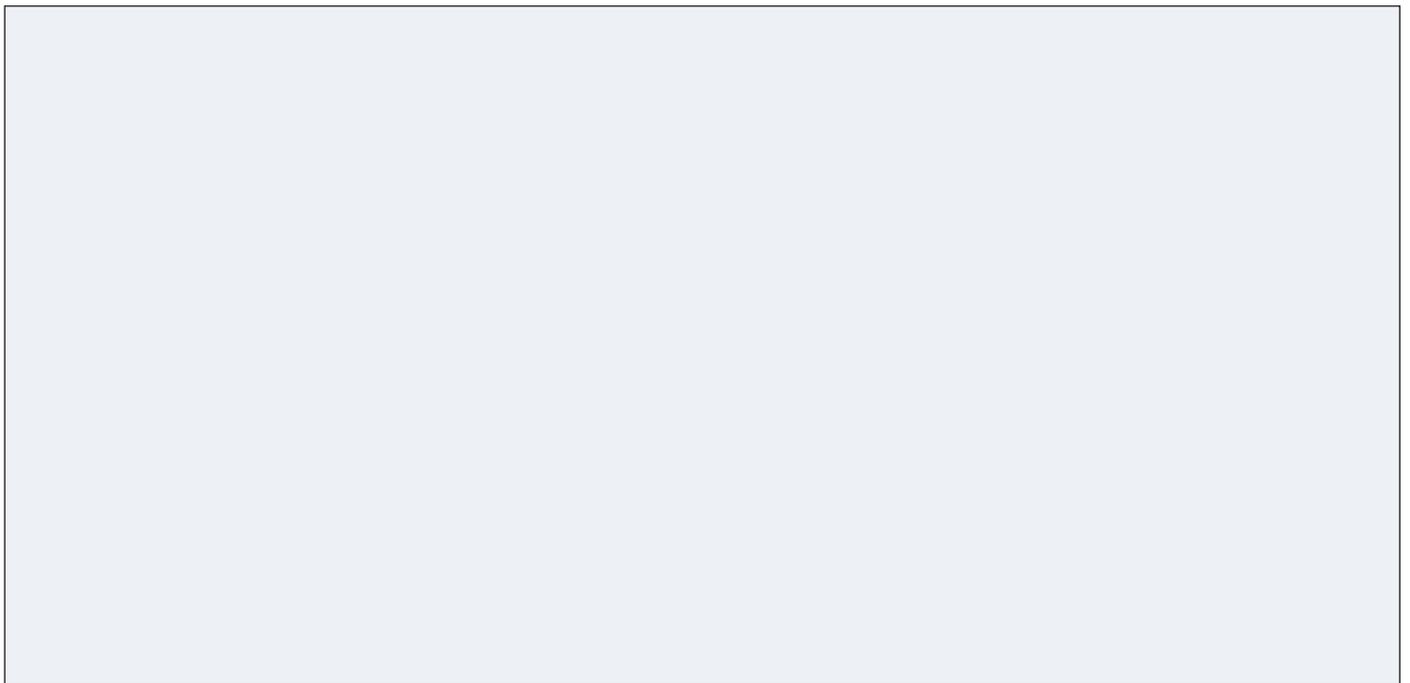
If you are applying by post, online or via telephone, you can send a certified photocopy of your identification to us rather than taking it to a branch or agency. Please provide the details of these documents in the box below:

For further information, refer to our Proving Your Identity Guide on our website on this link:
https://www.monbs.com/media/1483/proving-your-identity-provid-06_19_1-no-crops.pdf



● Additional Information

Use this space to give any additional information requested in any of the questions and any information which you feel will help the Society in assessing your application.



IF YOU FAIL TO KEEP UP PAYMENTS ON YOUR MORTGAGE A 'RECEIVER OF RENT' MAY BE APPOINTED AND/OR YOUR RENTAL PROPERTY MAY BE REPOSED

14 DECLARATION

RESIDENTIAL USE DECLARATION

I confirm that neither I nor any member of my immediate family currently occupies, or is intending to occupy as a dwelling, a property or properties (buildings and land) which will comprise 40% or more of the total property or properties (buildings and land) over which the Society has or will have first charge. I understand that immediate family means anyone who is a spouse, parent, brother, sister, child, grandparent or grandchild; or any other person whose relationship has the characteristics of the relationship between husband and wife.

INSOLVENCY DECLARATION

This must be completed by all individual applicant(s) and those completing applications on behalf of companies, other corporate bodies and trustees of pension schemes.

- Have you (or, in case of an applicant which is a company or other body corporate or pension scheme, any other person who is a director or other officer of the applicant) ever been insolvent, bankrupt, made any voluntary arrangements with creditors or been involved in any court proceedings for debt?
- Have you ever been involved in any court proceedings for debt or do you have any unspent convictions relating to money laundering, theft, fraud, tax evasion, robbery, bribery, drugs, fire arms or human trafficking?
- Are you currently subject of any criminal proceedings or allegations of involvement in money laundering, theft, fraud, tax evasion, robbery, bribery, drugs, fire arms or human trafficking?
- If you are a director or officer of a company or other corporate body, have you ever been a director or officer of a company or other corporate body which has been insolvent or entered into liquidation, whether compulsory or voluntary (except for the purpose of amalgamation or reconstruction of a solvent company), or had a receiver appointed of its undertakings or been involved in any court proceedings for debt?

Yes No If yes please provide full details in the additional information section.

This must be completed in all cases where the applicant is a company or other corporate body.

Has the company or other corporate body ever been insolvent or entered into liquidation, whether compulsory or voluntary (except for the purpose of amalgamation or reconstruction of a solvent company), or had a receiver appointed of its undertakings or been involved in any court proceedings for debt.

Yes No If yes please provide full details in the additional information section.

USE OF MY DECLARATION

I/we consent to the Society making enquiries with any other person or body which it considers necessary as part of its assessment and underwriting of this application, and I give my/our consent and instruct such other person or body to give a full and accurate reply to the Society.

I/we authorise the Society to supply a copy of the Offer of Advance and to provide any other information about my/our application and any subsequent loan advanced by the Society to an insurer.

I/we authorise my/our solicitor to disclose to the Society all information relevant to the Society's decision to lend and I/we waive any right to claim Solicitor/Client confidentiality or legal privilege in respect of such information.

The personal and business information we have collected from you will be shared with Fraud Prevention Agencies who will use it to prevent fraud and money laundering and to verify your identity. If fraud is detected, you could be refused certain services, finance or employment. Further details of how your information will be used by us and these Fraud Prevention Agencies, and your data protection rights, can be found in our Privacy Notice available from all branches and on our website at www.monbs.com/privacy

If you apply for a mortgage we will supply your personal and business information to Credit Reference Agencies and they will provide us with information about your financial situation and history. They will keep a record of each search, even if your application is not successful, and this could affect your ability to get credit from other organisations within a short period of time. The identities of the Credit Reference Agencies, their role also as Fraud Prevention Agencies, the data they hold, the ways in which they use and share personal information, their data retention periods and your data protection rights with them are explained in our 'Credit Reference Agency Information Notice' available from all branches and on our website at www.monbs.com/privacy

An "association" between the joint applicants and/or any individual identified as your financial associate, will be created at credit reference agencies which will link your financial records. You and anyone else with whom you have a financial link understand that each other's information will be taken into account in all future applications by either or both of you.

In making your application, you acknowledge that you have received and read the summary of our full Privacy Notice contained in our 'Important Information About Your Personal Data' leaflet. Our full Privacy Notices are available from all our offices and on our website at www.monbs.com/privacy

Information provided in this application form

I declare that the information that I have given or which has been given about me and/or the company is correct to the best of my knowledge and belief and acknowledge that the Society will rely upon it when deciding whether or not to offer any loan to be secured on the property.

OTHER DECLARATIONS

I understand that the payment of any fees relating to this application shall not bind the Society to making an advance and those fees are not refunded whether or not my application is successful.

I understand that the Society will keep any commission, fees or allowances that might become due to it from its insurers.

I confirm that the deposit toward the purchase price, stamp duty, legal and other fees and charges will be provided by me without recourse to additional borrowing unless already known to and agreed in writing with the Society beforehand.

I understand that the first named applicant shall be the representative joint borrower entitled to exercise the rights of membership.

I undertake to notify the Society of any changes in my circumstances e.g. redundancy, change of employment etc. which arise following the completion of this form.

I confirm that all the payments made in respect of any loan granted will be made for and on behalf of all applicants detailed in this application form, whoever makes them.

I agree that, if I have given any information (or if any information has been given on my or on the company's behalf) which I know to be incorrect or which I have not checked and which is subsequently shown to be incorrect, I/the company will pay all reasonable fees, expenses and costs incurred by the Society in connection with processing this application and any resulting loan.

Marketing Preferences

The Society would like to provide you with offers and information about our products and services (your marketing preferences).

If you are happy to receive this information, please confirm this by opting in and ticking the relevant box below to confirm. Your preference will then be recorded, but please note that you can change your decision and opt out at any time. You can contact us in any of the following ways: Visit one of our branches or agencies. By phone: Savings Customer Services 01633 844 340 or Mortgage Customer Services on 01633 844 370,

By secure message: Using our 'My Accounts' service. Email: datarights@monbs.com

In writing: Monmouthshire Building Society, Monmouthshire House, John Frost Square, Newport, NP20 1PX.

Please also note your marketing preferences won't stop you getting service messages – for example, information about changes to your account and annual statements.

Applicant 1: Post	<input type="checkbox"/>	Telephone	<input type="checkbox"/>	Email	<input type="checkbox"/>	SMS	<input type="checkbox"/>
Applicant 2: Post	<input type="checkbox"/>	Telephone	<input type="checkbox"/>	Email	<input type="checkbox"/>	SMS	<input type="checkbox"/>
Applicant 3: Post	<input type="checkbox"/>	Telephone	<input type="checkbox"/>	Email	<input type="checkbox"/>	SMS	<input type="checkbox"/>
Applicant 4: Post	<input type="checkbox"/>	Telephone	<input type="checkbox"/>	Email	<input type="checkbox"/>	SMS	<input type="checkbox"/>

All applicants to sign

Applicant 1

Signature

Print name in full

Date

Applicant 2

Signature

Print name in full

Date

Applicant 3

Signature

Print name in full

Date

Applicant 4

Signature

Print name in full

Date



Head Office: Monmouthshire House, John Frost Square, Newport, South Wales, NP20 1PX. Tel: 01633 844444

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

To find out how we use your data, please visit www.monbs.com/privacy, pop into a branch, call our Customer Services Department (01633 844340) or email dataprotection@monbs.com

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.

Most Buy-to-Let Mortgages (investment type property loans) are not regulated by the Financial Conduct Authority.