Chorley Building Society
TRUSTED SINCE 1859

Holiday Let
Request for Decision in Principle

This form can be completed electronically, saved and printed.
If completing manually, please complete in black ink and BLOCK CAPITALS. Complete all boxes which apply.

Date: ☐ Purchase ☐ Remortgage ☐

Advisor name: ☐ Company name: ☐

Email address: ☐ Office address: ☐

Telephone number: ☐

Fax number: ☐

FCA status (please tick as appropriate): ☐ Directly Authorised ☐ Appointed Representative

Company FCA registration number: ☐

Which Mortgage Network or Club is being used in connection with this application? (Please Select)

Mortgage Club: ☐ Mortgage Network (if applicable) ☐

Packager: ☐ Network FCA registration number: ☐

Level of service given (please tick as appropriate): ☐ Advised ☐ Execution only

Packager FCA registration number: ☐

If we are paying a procuration fee will any part of this be refunded to the applicant(s)? ☐ Yes ☐ No

If YES, how much will be refunded? ☐

Is the applicant(s) paying a fee to you for arranging the mortgage? ☐ Yes ☐ No

If YES, how much will they pay? ☐

When is the fee payable? ☐ On application ☐ On offer acceptance ☐ On completion

Do you consider there to be any vulnerabilities that the Society should be aware of to enable us to appropriately support your client(s)? ☐ Yes ☐ No
(if yes please provide further information in the Additional information Section)

APPLICANT DETAILS - Please ensure you complete the applicant's details in the order they require the account to be created

	Applicant 1	Applicant 2
Title	☐ Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other	☐ Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other
Surname		
First name(s)		
Middle name(s)		
Previous surname		
Date of birth		
Address		
Postcode		
Date moved to current address		
Current residency status:	☐ Homeowner ☐ Renting ☐ Living with Parents ☐ Other - please specify	☐ Homeowner ☐ Renting ☐ Living with Parents ☐ Other - please specify

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	Applicant 1	Applicant 2
Tax status?	☐ Basic Rate ☐ High Rate ☐ Additional Rate	☐ Basic Rate ☐ High Rate ☐ Additional Rate
Number of Investment Properties (Holiday and Buy to Let) owned?	(Both mortgaged and unencumbered)	(Both mortgaged and unencumbered)
First time Landlord?	☐ Yes ☐ No	☐ Yes ☐ No
Nationality		
Permanent right to reside? *(only applicable if not British)*	☐ Yes ☐ No	☐ Yes ☐ No
Right to live or work in the UK under a Foreign National visa?	☐ Yes	☐ Yes
Please confirm type of visa held		
Diplomatic immunity? *(only applicable if not British)*	☐ Yes ☐ No	☐ Yes ☐ No
Have you lived in the UK for three or more years?	☐ Yes ☐ No	☐ Yes ☐ No
If less than 3 years at current address, please provide previous address:		
Postcode		
Date moved in		
Date moved out		

We require a minimum of 3 years address history for all applicants - continue in the 'Additional Information' section if necessary.

EMPLOYMENT DETAILS

	Applicant 1	**Applicant 2**
Employment status	Please Select...	Please Select...
If other, please state here		
If employed on a contract select type of contract	Please Select...	Please Select...
Is your current employment permanent?	☐ Yes ☐ No If No, please provide full details in the Additional Information Section	☐ Yes ☐ No If No, please provide full details in the Additional Information Section
Occupation		
Expected retirement age		
Gross income from Employment	£ Annual	£ Annual
Net Income from Employment	£ Monthly	£ Monthly
Gross Additional Income from Employment	£ Annual	£ Annual
Frequency of Additional Income from Employment		
Did you receive a payment of this additional income in the previous period?	☐ Yes ☐ No	☐ Yes ☐ No
Type of Additional Income from Employment		
Other Gross Income	£	£
Frequency of Other Gross income		

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	Applicant 1		Applicant 2	
Type of Other Income				
Length of service	Year	Month	Year	Month
Are you in any probationary period? If yes, provide details	Yes	No	Yes	No

SELF EMPLOYED DETAILS

	Applicant 1		Applicant 2	
Title in company				
Company trading name				
Nature of Business				
Expected retirement age				
Type of company				
How long has the business been trading	Years	Months	Years	Months
% of shareholding:	%		%	
Business Year End				

Applicant share of net profit:
(If Sole trader / Partnership)
(Please provide information on the previous three years trading. The Society requires a minimum of two years trading supported by SA302s and corresponding tax overviews plus finalised accounts).
(Please note if the income to be used in connection with this application includes retained profits/earnings the Society is unable to proceed on this basis).

Applicant 1		Applicant 2	
£	Year End	£	Year End
£	Year End	£	Year End
£	Year End	£	Year End

Salary/Dividend/Share of Net Profit
(if Limited Company)
(Please provide information on the previous three years trading. The Society requires a minimum of two years trading supported by SA302s and corresponding tax overviews plus finalised accounts).
(Please note if the income to be used in connection with this application includes retained profits/earnings the Society is unable to proceed on this basis).

Applicant 1		Applicant 2	
Salary	Dividend	Salary	Dividend
Share of Net Profit (after Corporation Tax)		Share of Net Profit (after Corporation Tax)	
Year End		Year End	
Salary	Dividend	Salary	Dividend
Share of Net Profit (after Corporation Tax)		Share of Net Profit (after Corporation Tax)	
Year End		Year End	
Salary	Dividend	Salary	Dividend
Share of Net Profit (after Corporation Tax)		Share of Net Profit (after Corporation Tax)	
Year End		Year End	

	Applicant 1		Applicant 2	
Do you have an accountant?	Yes	No	Yes	No
Are your accounts prepared by someone with one of the following qualifications ACA ACCA FCA FCCA CA (Scottish) CIMA CIPFA	Yes	No	Yes	No

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LOAN REQUIREMENTS

Amount required £ ______ Purchase price/current value £ ______ Postcode of Property ______

Purpose of Loan ______

Term ______ Years Repayment type: ______

If Interest only - Repayment Strategy ______

Type of property Please Select... Number of bedrooms ______ Does the property have solar panels? ☐ Yes ☐ No
The solar panels must be owned and not installed via a lease contract

If the property is a flat: Number of floors in the building ______ Floor number of the flat ______ Is the building serviced by a lift? ☐ Yes ☐ No

Does the building require an EWS1? ☐ Yes ☐ No
If Yes we will require this to be in date and assessed as either A1 or A2
If No we will require certification that the building is compliant with building regulations 2018 from the building owner or developer

Is the property an existing Holiday Let? ☐ Yes ☐ No If Yes, how long has it been operating as a Holiday Let? ______ Years ______ Months Estimated Annual Rental Income ______

If the property is a new build or built within the last 10 years, name of Warranty provider ______

Does the property have an Energy Performance Certificate (EPC) rated E or above? ☐ Yes ☐ No
We will only lend on properties with a valid Energy Performance Certificate (EPC) - rated E or above

Have the applicant(s) asked to add on fees where allowed? ☐ Yes ☐ No

Please select as appropriate:

You are purchasing the property wholly or predominantly with the intention to let it out as a business/investment proposition ☐

You are remortgaging a property in which neither you (nor a close relative) have previously resided in, or a property that is currently let subject to a rental agreement on which there is an existing buy-to-let mortgage ☐

You are remortgaging a property that you (or a close relative) have previously resided in or, that you have acquired by means other than a purchase (for example inheritance) and do not own any other rental properties ☐

Purchase only - please confirm source of deposit ______

Remortgage only - if originally purchased less than 6 months ago please confirm the reason for the remortgage ______

Purpose of Additional Funds – for example debt consolidation, home improvements or capital raising ______

5. Credit History

Mortgages and other secured loans – (where more space is required please provide further details within the additional comments section)
* If you have Buy to Let properties please complete section 5a.

App1 / App2	Lender	Address against which the loan is secured	Account Number	Date Property Purchased	Outstanding Term	Outstanding Balance	Monthly Payment	Mortgage Repayment Type	Interest Rate	To be repaid?
App1 ☐ App2 ☐										☐ Yes ☐ No
App1 ☐ App2 ☐										☐ Yes ☐ No
App1 ☐ App2 ☐										☐ Yes ☐ No
App1 ☐ App2 ☐										☐ Yes ☐ No

5a. Mortgaged Holiday/Buy to Let Properties – please provide details below

Where more space is required please provide further details within the additional comments section.

	Rental Address	Held in an SPV	Lender	Date Property Purchased	Current Value	Outstanding Balance	Remaining Term	Monthly Payment	Mortgage Repayment Type	Interest Rate	Monthly Rent Received	To be repaid?
App1 ☐ App2 ☐		Yes ☐ No ☐										☐ Yes ☐ No
App1 ☐ App2 ☐		Yes ☐ No ☐										☐ Yes ☐ No
App1 ☐ App2 ☐		Yes ☐ No ☐										☐ Yes ☐ No
App1 ☐ App2 ☐		Yes ☐ No ☐										☐ Yes ☐ No

If any of the mortgaged buy to let properties are held in an SPV please confirm the name of the Limited Company

Other unencumbered properties owned / part owned

Address of unencumbered property	Use of unencumbered property i.e. BTL or Second Home

Guarantor on any mortgages or secured loans – please provide details below

	Lender	Address against which the loan is secured	Scope of your liability under the Guarantee
App1 ☐ App2 ☐			
App1 ☐ App2 ☐			
App1 ☐ App2 ☐			
App1 ☐ App2 ☐			

5b. Unsecured loans / credit cards / HP – please provide details below

	Lender	Outstanding Term	Outstanding Balance	Monthly Payment	To be repaid?
App1 ☐ App2 ☐					☐ Yes ☐ No
App1 ☐ App2 ☐					☐ Yes ☐ No
App1 ☐ App2 ☐					☐ Yes ☐ No
App1 ☐ App2 ☐					☐ Yes ☐ No
App1 ☐ App2 ☐					☐ Yes ☐ No
App1 ☐ App2 ☐					☐ Yes ☐ No
App1 ☐ App2 ☐					☐ Yes ☐ No

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APPLICANT DECLARATIONS

	1st Applicant		2nd Applicant	
Have you had a mortgage in the last 3 years?	Yes	No	Yes	No
Have the applicant(s) ever had a mortgage or loan application refused?	Yes	No	Yes	No
Have the applicant(s) ever had a County Court Judgement for debt or a loan default registered?	Yes	No	Yes	No
Have the applicant(s) ever been declared bankrupt or been subject to an Individual Voluntary Arrangement (IVA)	Yes	No	Yes	No
Have you ever entered into any arrangements with your creditors or are you party to a voluntary arrangement? (please include deferred payments or payment holidays)	Yes	No	Yes	No
Have the applicant(s) had a court order / decree made against you for debt or is there any such action pending?	Yes	No	Yes	No
Have you ever (voluntarily or otherwise) had a property repossessed by a lender or entered any arrangements for mortgage arrears?	Yes	No	Yes	No
Have you, any member of your family, or any person living with you, ever been cautioned, convicted or charged (but not yet tried) in respect of any criminal offence (excluding motoring convictions)?	Yes	No	Yes	No

If the answer is YES to any of the above, please enter full details below.
If further space is needed, please provide details in the additional comments section.

1st/2nd/Joint	Type (i.e. Mortgage, IVA, CCJ)	Relating To	Reason	Date Registered	Amount	Date satisfied / still outstanding

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INCOME AND EXPENDITURE (BUDGET PLANNER)	Property 1		Property 2		Property3	
	Monthly	Annual	Monthly	Annual	Monthly	Annual
Rental Income						
Mortgage Payment						
Management & Letting Fees						
Council Tax						
Service Charge						
Insurance Costs						
Property Maintenance						
Allowance for Rental Void						
Utilities						
Gas & Electrical Certificate						
Rented Property Licence Fee						
Ground Rent Costs						
Other Monthly Costs						
Total Expenditure	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Income/Expenditure Differential	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00

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ADDITIONAL INFORMATION (please provide detailed information)

I confirm that I have informed my client(s) about the way the Society processes their personal information, and that consent has been obtained for The Chorley Building Society to carry out a credit search, obtain details of their income and employment, take up references and check their identity as deemed necessary. I also confirm that were a spouse or financial associate has been declared as part of the application the client(s) have been asked to inform the spouse or financial associate that their personal information will also be processed by the Society.

Intermediary signature:

V18_0126_Int_HL_B2L_DIP

For Chorley Building Society use only

Affordability ID

ESIS Number