

## **Documents Your Lender Will Need**

On reserving your new build home, you will be expected to Exchange Contracts in 28 days' time and will require an offer of mortgage in order to do this.

Here are the documents your mortgage lender will require. By collating this information immediately you will be giving yourself an excellent chance of meeting your exchange deadline.

### **1) Proof of Identity**

Valid Passport **OR** Driving Licence registered to your current address (photo card & paper counterfoil)

### **2) Proof of Residency**

A Utility Bill / Bank Statement (*dated within the last 3 months*) **OR** Inland Revenue notification of Tax Coding (your Tax Office will post to you on request)

### **3) Evidence of Deposit**

Bank / savings statement showing your name, account number and your full amount of deposit. If your deposit is a gift from family please provide a letter from whoever is providing the deposit stating:

- i) The amount
- ii) That it is a gift and not repayable
- iii) This must be addressed to the lender chosen (your Financial Adviser will provide this information)

### **4) Income – Employed**

Your latest 3 months' payslips showing your name and also that of your employer. If your payslips are on-line versions then they must show the https address. Also latest P60 (latest 2 years' P60s where a dependency on regular bonus, commission or overtime exists)

#### **Income - Self Employed**

Latest 3 years' **signed** accounts prepared by a qualified Accountant **OR** Your latest 3 years SA302's (You can request these from your local Inland Rev Tax Office by calling 0845 300 0827)

### **5) Bank Statements**

Latest FULL 3 months bank statements. These must show

- Full name or initials and surname
- Address (if original bank statement)
- Account number and sort code
- Bank name
- Salary credits
- If an online bank statement these must show the https address

**6) Existing Homeowner**

Your most recent annual mortgage statement.

**Existing Tenant**

Twelve months bank statements showing rental payments.

**7) Income From Benefits – Including Child Benefit**

Provide *all* pages of HMRC Benefit Award Document for *each* Benefit that you are in receipt of.

**8) Lender Fees**

Your bank card details for payment of fees & your Direct Debit. Your Mortgage Adviser will provide advance notice fees payable when discussing mortgage options with you.

**9) Financial Commitments – Loans / Credit Cards / Car Finance/ Hire Purchase**

Please ensure you have details of any ongoing commitments that you have, including:

Name of Provider

Balance

Monthly Payment

End Date

Please note that this is not an exhaustive list. Lenders reserve the right to request additional documentation and will make thorough checks to establish your affordability. This can only be done by providing the documentation listed above.

Please feel free to make copies of any of the above in advance as only sight of originals is required for certification purposes. If you have any queries speak with your Mortgage Adviser without delay.

**Your home may be repossessed if you do not keep up repayments on your mortgage.**

**If you arrange a mortgage on a property from one of our associated new homes developers, we will waive our fee, otherwise there will be a fee for mortgage advice. The actual amount you pay will depend upon your circumstances. The fee is up to 1% but a typical fee is 0.3% of the amount borrowed.**