

# Portfolio Buy To Let Loan – Application Form Limited Companies & Limited Liability Partnerships



Intermediary application

Direct application

Please Note: Direct applicants to start application at page 2.

## Intermediary details

Applicant reference

Contact name

Company name

Address

  
*Postcode*

Telephone

Email

FCA registration number

## Intermediary declaration

- I confirm that I am acting on behalf of the company/individuals and have their permission to access their information and to supply it to you with this application, and at any time during the life of the mortgage. I confirm that to the best of my knowledge and belief, the information contained in this application is true. If you suspect my or the applicant's involvement in fraudulent activity you will take appropriate action against me and/or the applicant.
- I have discussed the affordability of this loan and informed the company/individuals of the information that they need to provide to you in order for you to assess affordability, and of the need to provide complete and accurate details of income. I have explained that if they do not and as a result you are unable to assess affordability you will not be able to proceed with the loan application.
- I agree to your terms on my and the Firms behalf, as outlined in your agreed Terms of business.

### Privacy Notice – Customer Note that:

- How your credit reference and fraud prevention agencies use customer information, is set out in more detail in your Summary Privacy Notice. You are providing this to me as the Applicant(s) representative and in order to allow you to lawfully progress their application, you require confirmation that I, as the Applicant(s) representative, have provided a copy of the Summary Privacy Notice to each of the Applicants, before you can lawfully proceed with their application.
- I confirm that I have provided each Applicant with a copy of the Summary Privacy Notice.

*Intermediary signature*

*Print name*

D	D	M	M	Y	Y
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Date

Please note: The word company refers to Limited Company or Limited Liability Partnership.

## Company details

Company type  Ltd  LLP

Registered name

Trading name

*(if different)*

Principal activity

Telephone

Registered address

*(must be in UK)*

  
Postcode

Correspondance/Business address

*(if different)*

Company registration number

Business start date

     

Number of directors

Country of incorporation

For KYC (Know your Customer) purpose, we require details of the company background. Please provide information on the origination of the company, source of initial equity and company strategy.

Please confirm how you funded the initial property purchase in the buy to let portfolio?

Please provide details of your business background?

Please confirm how you will fund future property purchases?

Please confirm what your drawing requirements from the portfolio will be within year 1, year 2 & year 3?

Year 1

Year 2

Year 3

## Credit history

Has the company ever been refused a mortgage on the properties to be mortgaged or any other property?

Yes

No

Has the company ever had a judgement for debt recorded against it?

Yes

No

Has the company ever failed to keep up payments under any present or previous mortgage/loan or rental agreement?

Yes

No

If you have answered "Yes" to the Company credit history questions, please enter details below:

## Accountant details

Firm name

Address

  
Postcode

Telephone

Email

I confirm that the Accountant has one of the qualifications: ACCA/ FCCA, AAPA/FAPA, CIMA and CIPFA ACCA.

## Director / Partner / Shareholder information

Please Note: The additional applicants form will need to be completed and submitted with the application if; 1. the company has more than two directors/partners and/or 2. the ultimate beneficial owners of the company is not listed as a Director/partner.

### Director / Partner / Shareholder 1

#### Personal details

Full name including title

Have you been known by any other name(s) in last 3 years? (maiden/alias)

Yes

No

If yes, previous full name

Marital status

Date of birth

Contact telephone no.(s)

Email

Nationality

Current resident in the UK?

Yes

No

Length of residency in UK

Years

Share holder

Yes

No

if yes, Share %

Address

Postcode

Residential status

Time at address

Months/Years

If less than 3 years, please provide previous address

Address

Postcode

Residential status

Time at address

Months/Years

### Credit history - Tell us about you

Have you ever been bankrupt/  
sequestrated?

Yes  No

Date of discharge

Have you ever entered into an  
IVA or made arrangements  
with creditors?

Yes  No

Date of satisfaction

Any defaults registered in last  
36 months?

Yes  No

Total amount of defaults  
registered in last 36  
months

£

Any CCJs registered in last  
36 months?

Yes  No

Date of most recent CCJ

Total amount of CCJs registered  
in last 36 months?

Yes  No

Number of CCJs registered  
in last 36 months

Have you ever been convicted  
of theft, fraud or dishonesty?

Yes  No

If yes, please state the  
date of conviction

Nature of conviction

Length of conviction  
(including suspended)

## Director / Partner / Shareholder 2

### Personal details

Full name including title

Have you been known by any other name(s) in last 3 years? (maiden/alias)  Yes  No

If yes, previous full name

Marital status  Date of birth

Contact telephone no.(s)  Email

Nationality

Current resident in the UK?  Yes  No Length of residency in UK  Years

Share holder  Yes  No  if yes, Share %

Address   
Postcode

Residential status

Time at address  Months/Years

If less than 3 years, please provide previous address

Address   
Postcode

Residential status

Time at address  Months/Years

## Credit history - Tell us about you

Have you ever been bankrupt/sequestrated?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Date of discharge	<input type="text"/>
Have you ever entered into an IVA or made arrangements with creditors?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Date of satisfaction	<input type="text"/>
Any defaults registered in last 36 months?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Total amount of defaults registered in last 36 months	£ <input type="text"/>
Any CCJs registered in last 36 months?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Date of most recent CCJ	<input type="text"/>
Total amount of CCJs registered in last 36 months?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Number of CCJs registered in last 36 months	<input type="text"/>
Have you ever been convicted of theft, fraud or dishonesty?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, please state the date of conviction	<input type="text"/>
Nature of conviction	<input type="text"/>		Length of conviction (including suspended)	<input type="text"/>

## Loan details

Loan type	<input type="checkbox"/> Purchase	<input type="checkbox"/> Remortgage	
Loan amount	£ <input type="text"/>	Term <input type="text"/> years	
Product information: Product applied for	<input type="text"/>		
Repayment type	<input type="checkbox"/> Interest Only	<input type="checkbox"/> Full Repayment	<input type="checkbox"/> Part & Part (Interest Only & Repayment)
If remortgaging, what is the purpose of the loan?	<input type="checkbox"/> Replace existing lender	<input type="checkbox"/> Business purposes	<input type="checkbox"/> Purchase of BTL
	<input type="checkbox"/> Purchase of additional property	<input type="checkbox"/> Capital raising	
	<input type="checkbox"/> other	<input type="text"/>	

If the loan purpose is capital raising, please provide a breakdown:



## Standard declaration

I understand, confirm and agree the following:

### Use of your Personal Data

- The personal details you give on this form will be subject to the provisions of the General Data Protection Regulations 2018.
- The information will be retained only for as long as necessary in accordance with our Retention Policy by Hodge who is the data controller, and may be stored on paper or an electronic format.

The information held about you may be used for the following purposes:

- Administering your application;
- Verifying your identity and anti-money laundering checks;
- Assist in fraud prevention;
- Reporting to regulators and authorities;
- Market and product analysis.

The information held about you may be shared with the following parties:

- Hodge Bank's approved service providers in relation to this application; Other members of Hodge Bank group, its subsidiaries and associated companies;
- Regulators or authorities where required or permitted by law.

You have the right to request access to your personal information held by Hodge Bank; to do so, this request must be made in writing using our Subject Access Request Process. Further information regarding this can be found on our website.

- Telephone calls may be monitored and/or recorded in the interest of security and to help improve our service.
- Hodge Bank may also use your information to contact you about its products and services that it believes may be of interest to you.

Occasionally, we may have products and services that could be suitable for you. We would like your permission to contact you by phone, post, SMS or email.

It is understood that any consent provided is on behalf of all entities relating to this contract and its the named company taking responsibility to inform all other entities or individuals of this privacy notice.

Please confirm if you would like to hear from us about these services:

### Marketing Preferences

By Phone

By Mail

By Email

By SMS

We will always treat your personal details with the utmost care and will never pass or sell your information to other companies for marketing purposes.

### Your rights as a data subject

At any point while we are in possession of or processing your personal data, you have the following rights:

- Right of access - you have the right to request a copy of the information that we hold about you as mentioned above.
- Right of rectification - you have a right to correct data that we hold about you that is inaccurate or incomplete.
- Right to be forgotten - in certain circumstances you can ask for the data we hold about you to be erased from our records.
- Right to restriction of processing - where certain conditions apply you have a right to restrict the processing.
- Right of portability - in certain circumstances, you have the right to have the data we hold about you transferred to another organisation.
- Right to object - you have the right to object to certain types of processing such as direct marketing.
- Right to judicial review - in the event that We refuse your request under rights of access, we will provide you with a reason as to why. You have the right to complain as per the subject access request process.
- All of the above requests will be forwarded on should there be a third party involved in the processing of your personal data, i.e. if a data subject was to raise a Subject Access Request.

I agree to the Terms and Conditions of the account. I have read and understood the Use of Your Personal Data declaration and consent to the use of my information for the purposes stated. I declare that the information that I have provided is correct to the best of my knowledge and belief.



# Declaration

I understand, confirm and agree the following:

## Credit searches and fraud prevention

- Hodge will search credit reference and fraud prevention agencies to check your identity, credit status and help us to make decisions.
- Hodge will undertake a credit search against each applicant recorded on this form.
- Information on applications will be sent to credit reference agencies and will be recorded by them.
- The credit reference agency will check the details supplied against third party databases, public or otherwise.
- A record of the search will be retained.
- The credit reference agency may use the details provided to assist other companies for verification and identification purposes.
- If we decline this application, we are not obliged to tell you the reasons behind our decision.
- If you borrow from us, we will give details of your accounts and how you manage it/them to credit reference agencies. If you borrow and do not repay in full and on time, credit reference agencies will record the outstanding debt. This information may be supplied to other organisations by credit reference agencies and fraud prevention agencies to perform similar checks and to trace your whereabouts and recover debts that you owe. Records remain on file for six years after they are closed, whether settled by you or defaulted.
- If false or inaccurate information is provided and fraud is identified, details will be passed to fraud prevention agencies to prevent fraud and money laundering.

- Each of the signatories below is a director/partner who is duly authorised to make this application and has completed or fully read the contents of the application and;
- You have the power to borrow the money applied for and to mortgage the properties.
- You have read and understood the terms about the product you have chosen, and /or have been advised to apply for by your intermediary. We are not responsible for any advice given or recommendation made by an intermediary or other advisor about the product you have chosen.
- Full details of what we do and how we, credit reference and fraud prevention agencies will use your information are published on our website. Alternatively, a copy can be sent to you on request. Please phone us on 0800 731 4076.



You can contact the credit reference agencies currently operating in the UK; the information they hold may not be the same so it is worth contacting them all. They will charge you a small statutory fee.

- **CallCredit**, Consumer Services Team, PO Box 491, Leeds, LS3 1WZ or call 0870 0601414
- **Equifax PLC**, Credit File Advice Centre, PO Box 3001, Bradford, BD1 5US or call 0870 010 0583 or [www.myequifax.co.uk](http://www.myequifax.co.uk)
- **Experian**, Consumer Help Service, PO Box 8000, Nottingham NG80 7WF or call 0844 4818000 or [www.experian.co.uk](http://www.experian.co.uk)

## Loan payments

By signing this Declaration, You agree that:

- You will repay the Loan in accordance with the conditions specified in your Loan Offer and General Loan Conditions.
- We may add to your first monthly payment, interest from the date of completion of your Loan to the end of that month unless Your Loan Offer states otherwise (not applicable where the Loan is secured by a second charge).
- We may take other payments by Direct Debit with Your agreement which may be given by telephone or in writing.

## Director/ Partner 1

Customer signature

D	D	M	M	Y	Y
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Date

## Director/ Partner 2

Customer signature

D	D	M	M	Y	Y
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Date

Our Portfolio Buy To Let loans are not regulated by the Financial Conduct Authority.

Hodge Bank is a trading name of Julian Hodge Bank Limited which is registered in England and Wales (No. 743437). It is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Its registered office is One Central Square, Cardiff, CF10 1FS.

Hodge Bank's Privacy Notice confirms how we manage and process your personal data. If you require more detail on how we handle your information please go to <https://www.hodgebank.co.uk/> and click on the Privacy Policy link under Help & Support or call 0800 021 7823

