



Further Advance

Application Form

## FINANCIAL ADVISER

Where this application is being submitted through a Financial Adviser, please complete the following details to ensure that the business is allocated to the correct source.

Consultants Full Name	<input type="text"/>	Paragon Consultant Codes	<input type="text" value="/"/>
Company Name	<input type="text"/>	FSA Number	<input type="text"/>
Advisers Address	<input type="text"/>	Mortgage Club/ Network	<input type="text"/>
		Membership Code	<input type="text"/>
Telephone Number	<input type="text"/>	Fax Number	<input type="text"/>
Email	<input type="text"/>		

## APPLICATION FORM FOR LET PROPERTIES

This form has been designed to cover applications on either a single property or multiple properties and also from the following applicants:

**Private individual(s):** Please ignore references to the Company and the Limited Company Details section and begin the application overleaf.

**Limited Company:** It should be noted that the expressions "guarantor" or "you" should be interpreted to mean a director of the company or significant shareholder.

In accordance with our lending criteria, full joint and several personal guarantees must be available from all of the directors, subject to the company having a maximum of 4 directors. We reserve the right to request guarantees on a similar basis from significant shareholders.

Please complete each section of the application in BLOCK CAPITALS. Where a question does not apply, please show N/A or None.

## PERSONAL DETAILS

	APPLICANT/GUARANTOR 1	APPLICANT/GUARANTOR 2
Title	<input type="text"/>	<input type="text"/>
First Names	<input type="text"/>	<input type="text"/>
Surname	<input type="text"/>	<input type="text"/>
Date of Birth	<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"/>
Current Address	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>
	Postcode	Postcode
Home Telephone Number	<input type="text"/>	<input type="text"/>
Daytime Contact Number (if different)	<input type="text"/>	<input type="text"/>
Fax Number	<input type="text"/>	<input type="text"/>
Email Address	<input type="text"/>	<input type="text"/>
How long at this address	<input type="text"/> Yrs <input type="text"/> Mths	<input type="text"/> Yrs <input type="text"/> Mths
If you have lived at your current address for less than three years, please give previous address. If more than one address please use continuation sheet at the back	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>
	Postcode	Postcode

## OCCUPATION AND INCOME

	APPLICANT/GUARANTOR 1	APPLICANT/GUARANTOR 2								
Are you	<input type="checkbox"/> Employed <input type="checkbox"/> Self-employed	<input type="checkbox"/> Employed <input type="checkbox"/> Self-employed								
Name and Address of employer. If self-employed, provide business address	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>								
	Postcode	Postcode								
How long with current employer or date business established	<input type="text"/>	<input type="text"/>								
If employed, gross income	£ <input type="text"/> p.a.	£ <input type="text"/> p.a.								
If self-employed state personal income from the business for the last 2 years	<table border="1"> <tr> <td>Year</td> <td>£</td> </tr> <tr> <td>Year</td> <td>£</td> </tr> </table>	Year	£	Year	£	<table border="1"> <tr> <td>Year</td> <td>£</td> </tr> <tr> <td>Year</td> <td>£</td> </tr> </table>	Year	£	Year	£
Year	£									
Year	£									
Year	£									
Year	£									
If self-employed name and address of accountant	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>								
	Postcode	Postcode								





# MORTGAGE REQUIREMENTS AND PROPERTY TO BE MORTGAGED

## Property 1

## Property 2

Product Required



Amount of Further Advance required

£

£

Term of Loan

Yrs

Yrs

Method of Repayment

Interest Only  Capital & Interest

Interest Only  Capital & Interest

For Part & Part, please give loan required on

Interest Only  £

Interest Only  £

Capital & Interest  £

Capital & Interest  £

Purpose for which Further Advance required

  
  

  
  


Estimated Value

£

£

Address of Property

  
  
  
 Postcode

  
  
  
 Postcode

Existing Paragon Mortgage Account Number



**IS THE PROPERTY:**

Subject to a home improvement grant

Yes  No If Yes, give details:

Yes  No If Yes, give details:

  

  


Subject to a local Housing Authority /HMO license

Yes  No If Yes, give details:

Yes  No If Yes, give details:

  

  


Anticipated rental/rental income received

£  per month

£  per month

Is the property in multiple occupation

Yes  No

Yes  No

If Yes, number of unrelated occupants

If Yes, number of unrelated occupants

Is the property let on an assured shorthold tenancy

Yes  No  If No, give details

Yes  No  If No, give details

  
  

  
  


Name and Address of person to contact to arrange an inspection of the property

  
  
  
 Postcode

  
  
  
 Postcode

Telephone Number



Mobile Telephone Number (if any)

## EXISTING PROPERTY PORTFOLIO

Where you/the Company currently own property(ies) which is/are let or presently vacant (excluding any main residence), please give details below.

	Applicant/Guarantor 1	Applicant/Guarantor 2
How long have you/the Company been letting property	<input style="width: 100%;" type="text" value="Yrs"/>	<input style="width: 100%;" type="text" value="Yrs"/>
Do you/the Company manage the property(ies)	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
If no, please give the name and address of the Management Company	<input style="width: 100%; height: 20px;" type="text"/> <input style="width: 100%; height: 20px;" type="text"/> <input style="width: 100%; height: 20px;" type="text"/> <input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/> <input style="width: 100%; height: 20px;" type="text"/> <input style="width: 100%; height: 20px;" type="text"/> <input style="width: 100%; height: 20px;" type="text"/>
	Postcode	Postcode
How many property(ies) do you/the Company currently own	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

Please provide details below of the property portfolio:

Proprietor Applicant/Guarantor 1,2,3,4 or Company	Address	Estimated Value	Current Mortgage/Loan Balance	Lenders Name and Address
	Postcode	£	£	Postcode
	Postcode	£	£	Postcode
	Postcode	£	£	Postcode
	Postcode	£	£	Postcode
	Postcode	£	£	Postcode
	Postcode	£	£	Postcode
	Postcode	£	£	Postcode
	Postcode	£	£	Postcode
	Postcode	£	£	Postcode
	Postcode	£	£	Postcode

**Applicant/Guarantor 3**

Yrs

Yes  No

Postcode

**Applicant/Guarantor 4**

Yrs

Yes  No

Postcode

**Company**

Yrs

Yes  No

Postcode

Account Number	Monthly Payment	Monthly Rental Income	How long has this property been let	Is the property let on an Assured Shorthold Tenancy	Length of Agreement	Commencement Date
	£	£	Yrs Mths	Yes <input type="checkbox"/> No <input type="checkbox"/> If No, give details	Yrs Mths	
	£	£	Yrs Mths	Yes <input type="checkbox"/> No <input type="checkbox"/> If No, give details	Yrs Mths	
	£	£	Yrs Mths	Yes <input type="checkbox"/> No <input type="checkbox"/> If No, give details	Yrs Mths	
	£	£	Yrs Mths	Yes <input type="checkbox"/> No <input type="checkbox"/> If No, give details	Yrs Mths	
	£	£	Yrs Mths	Yes <input type="checkbox"/> No <input type="checkbox"/> If No, give details	Yrs Mths	
	£	£	Yrs Mths	Yes <input type="checkbox"/> No <input type="checkbox"/> If No, give details	Yrs Mths	
	£	£	Yrs Mths	Yes <input type="checkbox"/> No <input type="checkbox"/> If No, give details	Yrs Mths	
	£	£	Yrs Mths	Yes <input type="checkbox"/> No <input type="checkbox"/> If No, give details	Yrs Mths	
	£	£	Yrs Mths	Yes <input type="checkbox"/> No <input type="checkbox"/> If No, give details	Yrs Mths	

## MUST BE COMPLETED IN ALL CIRCUMSTANCES

## PROPERTY INSURANCE

In all cases index-linked buildings insurance must be maintained for the rebuilding cost of the property. To simplify and speed your application Paragon Mortgages will arrange suitable cover on your behalf under its competitively-priced block policy.

**INSURANCE INFORMATION:** Because of Paragon Mortgages special arrangements with insurers a detailed proposal form is not required. However, as a contract of insurance requires you to disclose any material fact which would influence an insurer in the assessment or acceptance of your proposal, the following questions must be answered:

- |   |  |                              |                             |
|---|--|------------------------------|-----------------------------|
| 1 | Have you (or any persons normally resident with you):                          |                              |                             |
|   | a) ever been convicted of any offence (other than driving offences)?           | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
|   | b) had any insurer decline or cancel insurance or impose special terms?        | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
|   | c) claimed on any home or personal insurance in the last 3 years?              | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 2 | Will the property be left unoccupied for more than 90 consecutive days a year? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

If you have answered "Yes" to any of the above questions, or if you are in doubt as to whether any fact is material, you should provide full details on the continuation sheet. If you give incorrect or misleading information any future claim, or your cover as a whole, could be affected.

Insurers and their agents share information with each other to prevent fraudulent claims. They decide whether to accept your application, and if so on what terms, by using the Claims and Underwriting Exchange register. This register is run by Insurance Database Services Ltd. You can get a list of the people who use the register if you ask. When we deal with your application we may search the register. If you make a claim, the information you give on this form along with other information about the claim, will be put on the register and made available to participants.

## DECLARATION

04/08

### General

By signing I confirm that:

- the information given in this application is true, accurate, complete and not misleading and that I will notify you promptly of any changes that may occur before the mortgage is completed;
- I have read and agree to the 'Use of Information' Section below;
- you may make all enquiries you feel appropriate (including with H.M Revenue and Customs, any Credit Reference Agency or any past/present employer, accountant, lender or bank) for deciding whether to proceed with this application and which you consider necessary for confirmation, credit assessment and account management;
- if identity and/or immigration papers are provided I/we give permission for you (Paragon Group of Companies) to check my/our status with the Home Office;
- any solicitor acting for both of us may disclose to you any information or documentation he/she or you considers relevant to your decision to lend and I waive any duty of confidentiality or privilege which may otherwise exist in relation to this mortgage transaction;
- if you provide me with a copy of, or extract from, your Security Assessment Valuation Report and Investment Valuation Report you make no representation or warranty (express or implied) nor accept any liability or responsibility in respect of its contents;
- any payments in respect of the mortgage are made for and on behalf of all parties to it;
- you may record or monitor any telephone or email communication with me for training purposes or client protection;
- you may decline this application without stating a reason;
- any additional security insurance arrangements are for your benefit only and that I have no right or claim in relation to them.
- I acknowledge that it is a criminal offence to knowingly provide false information to obtain a mortgage
- I acknowledge that to forge a signature may make me liable for criminal prosecution

### Securitisation

I confirm that you may securitise any mortgage or guarantee that I may have with you. I understand that securitisation typically involves you transferring all or some of the rights and duties that go with the mortgage or guarantee to an investor who normally asks you to carry on administering them as though your own. So that, for example, following securitisation you would normally continue to collect payments and should I experience any difficulties in making payments or have any queries, I should contact you.

### Use of Information

In considering your application we will search your record at one or more Credit Reference Agencies. They will add to your records details of our search and your application and this will be seen by other organisations that make searches. Information held about you by the Credit Reference Agencies may already be linked to records relating to one or more of your partners. For the purposes of this application you may be treated as financially linked and your application will be assessed with reference to any "associated" records.

If you are a joint applicant or if you have told us of some other financial association with another person you must be sure that you are entitled to:

- disclose information about your joint applicant and anyone referred to by you.
- authorise us to search, link or record information at Credit Reference Agencies about you and anyone referred to by you.

An "association" between joint applicants and between you and anyone you tell us is your financial partner will be created at Credit Reference Agencies. This will link your financial records, each of which will be taken into account in all future applications by either or both of you. This will continue until one of you successfully files a disassociation at the Credit Reference Agencies.

We will/may use a credit scoring or other automated decision making system when assessing your application.

We will also add to your record with one or more of the Credit Reference Agencies details of your agreement with us, the payment you make under it, any default or failure to keep to its terms and any change of address you fail to tell us about where a payment is overdue. These records will be shared with other organisations and used by us and them to trace debtors, recover debt, and to manage your accounts or insurance policies.

In the event of us obtaining possession of the property, details will be provided to the Council of Mortgage Lenders Possessions register.

It is important that you give us accurate information. We will check your details with Fraud Prevention Agencies and if you give us false or inaccurate information and fraud is identified, details will be passed to Fraud Prevention Agencies. You may also be liable to criminal prosecution.

Law Enforcement Agencies may access and use this information. We and other organisations may access and use from other countries the information recorded by Fraud Prevention Agencies. We, and other organisations may also access and use this information to prevent fraud and money laundering, for example, when:

- checking details on applications for credit and credit related or other facilities
- managing credit and credit related accounts or facilities
- recovering debt
- checking details on proposals and claims for all types of insurance
- checking details of job applicants and employees.

For these purposes they or we may make further searches. These searches may be added to your record and shared with others.

If we are unable to accept your application we will/may pass it onto other members of our group or selected third parties who may also search your records at Credit Reference Agencies. The record of these searches will also be kept and seen by other organisations that make searches. The other group members or selected third parties to whom we pass your application may also use automated systems and carry out the checks referred to above.

We, the Credit Reference Agencies and the Fraud Prevention Agencies will also use the records for statistical analysis about credit, insurance and fraud. We may also use information about you to carry out market research.

In addition, we may disclose details held on our records about you, this agreement, or the conduct of your account with us to:-

- any actual or prospective insurer under this agreement who may use them to help decide whether or not to offer cover, in fraud prevention and processing claims;
- any actual or prospective purchaser of this agreement who will use them for statistical analysis

Please telephone us on 0800 375 720 if you want to have details of those Credit Reference and Fraud Prevention Agencies from whom we obtain and to whom we pass information about you. You have a legal right to these details.

You have a right to receive a copy of the information we hold about you if you apply to us in writing. A fee will be payable.

## IMPORTANT - USE OF INFORMATION



1. You have a right to know how we will use your personal information. It is important that you should read the 'Use of information' notices above before you apply.

2. We may telephone or write to you about products or services of ours or others which may be of interest to you.

We will disclose Personal Details (1) to any proposed guarantor of the loan, to our insurers, auditors, professional advisers, sub contractors or any person providing a service to us who have agreed to treat your Personal Details as confidential, (2) if required to do so by law or any regulatory body relevant to our business, (3) as envisaged by this application form or (4) otherwise with your consent.

We may pass details about you and the conduct of your account with us to other companies within our group or selected third parties who may telephone or write to you about their products or services. You have the right at any time to stop us from contacting you or giving your details to others for these purposes.

You may write to our Customer Services Department at St Catherine's Court, Herbert Road, Solihull B91 3QE and/or register your telephone number under the Telephone Preference Scheme.

All applicants/guarantors to the mortgage are required to sign the following section. To forge a signature makes you liable to criminal prosecution.

Signature	Print Name	Date	/	/
Signature	Print Name	Date	/	/
Signature	Print Name	Date	/	/
Signature	Print Name	Date	/	/

Paragon Mortgages Limited accepts no responsibility for any representations made by any employee or agent of Paragon Mortgages Limited or any other person unless these are incorporated in the Offer of Loan or are subsequently confirmed by Paragon Mortgages Limited in writing.

**CONTINUATION SHEET**

Additional details referred to in the relevant sections of this form to be included here in support of your application

## REFERENCE AUTHORITY

Please ensure that all the applicants/guarantors sign the reference authority below.

Please accept this notice as authority to disclose to Paragon Mortgages such information as they may request

(To be completed by Paragon Mortgages)

Signature

Signature

Date

Date

Signature

Signature

Date

Date

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Please ensure that all the applicants/guarantors sign the reference authority below.

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Signature

Signature

Date

Date

Signature

Signature

Date

Date





Paragon Mortgages St Catherine's Court Herbert Road Solihull West Midlands B91 3QE  
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e-mail: [mortgages@paragon-group.co.uk](mailto:mortgages@paragon-group.co.uk) [www.paragon-mortgages.co.uk](http://www.paragon-mortgages.co.uk)

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