

# Helpful information

## Self-employed income guide

**Please note:** For self employed customers we will accept the following:

- ▶ HMRC Tax Calculation + Tax Year Overview, **OR**, latest Accounts **OR** SA302 + Tax Year Overview which must be dated within the last 12 months. Where the latest figures provided are over 6 months, we will require business bank statements.

Self-employed type	Income types	Notes
<b>Sole Trader and Partnerships</b>	<b>Share of net profit</b>	We will accept 100% of the applicant's share of NP, where there is a reasonable increase in NP from the previous year (up to 20%), we will accept the latest figure. If there has been a decrease in NP, we will take an average of the last two years.
<b>Limited Company</b> <small>(We do not accept net retained profit)</small>	<b>Share of dividends</b>	We will accept 100% of the applicant's share of the dividend payments.
	<b>Directors remuneration/salary</b>	We will accept 100% of the applicant's salary.
	<b>Directors car allowances*</b>	We will accept 100% of the applicant's car allowance.
	<b>Directors pension contributions*</b>	We can add 100% of the applicant's pension contributions to calculate their gross income.
	<b>Private health insurance*</b>	We can add 100% of the applicant's contributions to private health insurance to calculate their gross income.

\* Where confirmed in the accounts by a qualified accountant. We reserve the right not to accept these sources of income in individual circumstances.

For all loans, only accounts prepared by accountants with the following qualifications can be accepted: ACA/FCA, CA, ACCA/FCCA, AAPA/FAPA, CIMA, CIPFA.

<b>DIP Tips</b>	The income figure to be inputted into the DIP should be: <ul style="list-style-type: none"> <li>▶ <b>Traditional</b> - Net profit</li> <li>▶ <b>Limited Company</b> - Salary/remuneration + Dividends + Company car + Pension contribution = Final income</li> </ul>
	<ul style="list-style-type: none"> <li>▶ <b>Up to 75% LTV</b> - Only key 1 years' figures</li> <li>▶ <b>Over 75% LTV</b> - If you key 1 years' figures the case will refer, check back in 2 hours and if declined re-key with 2 years' figures. Proof of income is required for the number of years that you key.</li> </ul>