

Submission requirements

New build - summary



	Residential mortgages	Buy to let mortgages	
		Loan amount less than £1m	Loan amount more than £1m
Signed declaration	✓	✓	✓
Proof of income	✓	✗	✓
Bank statements	✓	✗ Tier 1 and Lifetime trackers ✓ All other tiers	✓
Proof of deposit (savings/other)	Underwriter discretion	Underwriter discretion	✓
Gifted deposit letter (where gift being provided)	✓	✓	✓
Asset and liabilities form	✗	✗	✓
Rent conduct	Council or local authority tenant only	✗	
Identification	If fails electronic identification check		
Proof of address	Where applicant has not been on the electoral register in the last 3 years		
Mortgage conduct	Only if conduct is not on the credit search		
UK Finance disclosure of incentives form	Required for new build		

Anticipated exchange and completion dates	Information required for new build
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You must provide this information when submitting the application. You must notify the applicant(s) of these requirements and that they need to provide correct and complete information. We will not be able to proceed with the mortgage application if they do not and as a result we are unable to assess affordability.

Please note that further documents can be requested at the discretion of our underwriters if required to approve the mortgage.

Where additional documentation is required, our underwriters will communicate these requirements to you and the associated time scale for their submission.

Documentation guidelines

(Also refer to relevant criteria guide)

All documents to be certified as a true copy of the original document must be signed and dated by the broker.	
Signed declaration	Must have both pages uploaded / be signed and dated / fees ticked correctly as per KFI.
Proof of income - employed	<ul style="list-style-type: none"> › Most recent 3 months' payslips and P60 › If weekly – 12 weeks required › If employed by a family member – letter from accountant to support › Fixed term contract – a copy of contract (if less than 6 months to run, evidence of contract extension is required.)
Proof of income - self-employed	<p>Latest 1 year's accounts We only accept accounts prepared by accountants with the following qualifications: ACA/FCA, CA, ACCA/FCCA, AAPA/FAPA, CIMA, CIPFA.</p> <p>OR latest 1 year's SA302 (or online tax calculation) PLUS corresponding tax year overview.</p> <p>(2 years' figures required at underwriter discretion).</p>
Proof of income/other income	<ul style="list-style-type: none"> › Tax credits - all pages of award letter and age(s) of children › Pension - confirmation from pension provider › Second job - 3 months' payslips and P60 › Maintenance - court order and 3 months' bank statements › Rental income - SA302 and tax year overview OR 3 months' bank statements/AST
Bank statements	<ul style="list-style-type: none"> › Latest 3 months' required › Must show - salary/self-employed income, household utilities, daily expenditure, current mortgage or rent payments › Statements always required for the account nominated for Precise Mortgages Direct Debit
Rent/mortgage conduct	Proof of latest 12 months' payments via bank statements OR rent reference/mortgage statement.
Gifted deposit	To be addressed to Precise Mortgages and must confirm: Full name and address of the donor, the amount of gift, relationship to the applicant, whether the gift is repayable, if the donor intends to reside in the property or has any interest in the property.
Proof of deposit (savings/other)	<ul style="list-style-type: none"> › Regular savings = 3 months' bank statements to evidence build up of funds › Lump sum = latest statement plus evidence of the originating source › Forces help to buy = personal information note.
Identification	<ul style="list-style-type: none"> › Refer to Anti-money laundering guidelines available at precisemortgages.co.uk for certification requirements and acceptable documents. › Confirmation face to face identification has taken place. Where not face to face, 2 forms of identification are required from Group A/B.
Proof of address	<ul style="list-style-type: none"> › Bank statement / utility bill / council tax bill / mortgage statement (see list C on Anti-money laundering guidelines). › Important information - Internet/online statements are not accepted.
UK Finance disclosure of incentives form	To confirm full details of all incentives being received.
Let to buy	<ul style="list-style-type: none"> › Residential purchase - either consent to let from existing lender OR a mortgage offer on a buy to let basis. › Buy to let remortgage - copy of the mortgage offer for the onwards residential purchase. › Restricted to a maximum of 80% LTV.

Get in touch with our new build priority processing service team.

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