



# Right first time - application checklist

## Buy to Let limited company



Precise  
Mortgages

**Use this list to check what is needed for your customer, any extra details can be uploaded to the application using the Additional Information Form at the end of this checklist**

Standard Declaration - signed and dated by all applicants

Direct Debit Mandate Limited Company - repayments need to be made from an account in the company name.

Company SIC code - one of the following: 68100, 68209, 68320 (this should be set up at incorporation).

Limited company applicants - must match the directors/shareholders listed on Companies House.

### **Portfolio landlords**

Fully completed Existing Property Portfolio Form

Personal Assets & Liabilities and Business Plan

Latest 3 months' cash flow bank statements (business or personal)

### **First Time Buyers**

#### ***Employed***

Latest 3 months' payslips

Latest 3 months' consecutive bank statements showing salary credits

#### ***Self-employed***

Latest accounts or Tax Calculations and corresponding TYO (tax year overview)

Latest 3 months' consecutive bank statements evidencing receipt of self-employed income

### **Tier 2 or 3 product**

Latest 3 months' consecutive bank statements showing salary credits and the account nominated for Precise Mortgages Direct Debit (if these are not the same account, statements for both accounts should be provided).

### **5 year fixed products**

A fully completed 5 Year Fixed Form with supporting evidence of how any shortfall could be met (see form for acceptable evidence)

The above list shows our standard requirements, our underwriters may request further information upon case assessment.

**Is there anything else we should know?** We understand that applications are not all the same and sometimes it helps to provide extra information. The form on the following page can be used to let us know of anything that may help us process your application.



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## Additional information form

At Precise Mortgages we understand that not every application is straightforward, sometimes there may be additional information that could help us reach our lending decision. If you provide this information with the application we will be able to make a fuller assessment of the case and reduce the need to contact you with further questions.

<b>Applicant name:</b>	<b>Application number:</b>
<b>Applicant postcode:</b>	<b>Is this linked to a previous application?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No

<b>Additional information</b>

Additional information that may be useful to us:

- ▶ **Purchase details** - Is there an element of downsizing? Is the property being purchased under the market value? Is the applicant related to the vendor? Is the application to transfer ownership from the applicant name to their Limited Company? For a New Build application - what is the date of exchange/date of completion?
- ▶ **Let to Buy** - We will need full details of the onward residential purchase including whether a new mortgage will be taken, the lender, mortgage amount, monthly repayment and property value.
- ▶ **Income differences** - Has the applicant had a recent payrise? Has their self-employed income gone up or down? Have they been in their current job for less than 12 months? Has there been a change in their Tax Credit income?
- ▶ **Ongoing commitment** - Does the applicant have a student loan? Do they make regular payments for fines/maintenance or other commitments? Will they be repaying a Help to Buy shared equity loan?

The examples above do not apply to every application so please provide us with any information you think may help our assessment.

<b>Help us to help you</b>	<b>Uploading this form and any supporting documents when you submit the application will help us process the application quicker.</b>
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