

# Let Property

Application form



0345 849 4040



0345 849 4041



[btlenquiries@paragonbank.co.uk](mailto:btlenquiries@paragonbank.co.uk)



[www.paragonbank.co.uk](http://www.paragonbank.co.uk)

# SUBMISSION REQUIREMENTS

| PLEASE TICK TO INDICATE WHICH ITEMS ARE ENCLOSED   | Enclosed                            | Not applicable                      |
|--|-------------------------------------|-------------------------------------|
| <b>For all applications:</b>   |                                     |                                     |
| Fully completed application form   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Property portfolio schedule (complete pages 15 and 16)   | <input type="checkbox"/>            | <input type="checkbox"/>            |
| In respect of both self-employed income and property rental income:  |                                     |                                     |
| - last two years accounts prepared by a qualified member of an accountancy body acceptable to us (see Lending Guidelines) <b>OR</b>  | <input type="checkbox"/>            | <input type="checkbox"/>            |
| - last two years self-assessment tax returns (SA302) together with corresponding Tax Year Overview   | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Last three months payslips or most recent P60 in respect of any employed income  | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Last three months rental bank statements to confirm all rental income and mortgage payments  | <input type="checkbox"/>            | <input type="checkbox"/>            |
| <b>In addition, where the applicant is a limited company or limited liability partnership (LLP):</b>   |                                     |                                     |
| Last three months company/LLP bank statements showing business activity and rental income  | <input type="checkbox"/>            | <input type="checkbox"/>            |
| <b>In addition, where the property is a house in multiple occupation (HMO):</b>  |                                     |                                     |
| A copy of the current licence, if applicable, must be provided evidencing that the property is capable of being let on a multi occupancy basis having regard to the permitted number of occupants and any attached conditions (see Lending Guidelines) | <input type="checkbox"/>            | <input type="checkbox"/>            |
| <b>In addition, where the property has been altered/converted or had a change of use the following MUST be provided:</b>   |                                     |                                     |
| - Evidence of planning consent for any alteration/conversion and / or change of use. This may be permitted development, a formal planning consent or a lawful development certificate  | <input type="checkbox"/>            | <input type="checkbox"/>            |
| - Evidence of building regulations approvals together with a building regulations completion certificate should also be provided where applicable  | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Please note, we DO NOT accept indemnity insurance in the absence of the above  |                                     |                                     |
| <b>In addition, where aggregate lending with Paragon is in excess of £2 million:</b>   |                                     |                                     |
| Interview with a senior underwriter to be arranged following submission of application   | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| <b>Depending on the profile of the case, we may also require:</b>  |                                     |                                     |
| Cash flow forecast*  | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Business plan*   | <input type="checkbox"/>            | <input type="checkbox"/>            |
| *Electronic copies are available at <a href="http://www.paragonbank.co.uk">www.paragonbank.co.uk</a>   |                                     |                                     |

The applicant's most recent residential mortgage statement may be requested where it is not possible to evidence the mortgage by credit reference agency search. We reserve the right to contact the applicant(s) and request additional information or references such as an accountant's reference, employment reference, bank/mortgage statements or a bank reference.

**In conjunction with other criteria, we will assess the affordability of this mortgage based on the expected monthly income generated from letting the property to a tenant. The actual income generated may be different and can be influenced over time by changes within the rental market. The applicant(s) will remain responsible for meeting the costs of the mortgage and the additional costs associated with letting property for the duration of ownership.**

Where this application is being submitted by a professional adviser, this section must be completed in order to avoid processing delays.

## Submitting intermediary

To ensure compliance with any business agreements you have in place, and also that the business is allocated to the correct source, please confirm whether you are submitting:-

|                          |                                   |                          |                                 |
|--------------------------|-----------------------------------|--------------------------|---------------------------------|
| <input type="checkbox"/> | As an appointed representative of | <input type="text"/>     | Network                         |
| <input type="checkbox"/> | As Directly Authorised            | <input type="checkbox"/> | Non regulated based on your CCL |
| Consultant's full name   | <input type="text"/>              |                          |                                 |
| Consultant's FCA number  | <input type="text"/>              |                          |                                 |
| Company name             | <input type="text"/>              |                          |                                 |
| Principal's FCA number   | <input type="text"/>              |                          |                                 |
| Intermediary's address   | <input type="text"/>              |                          |                                 |
|                          |                                   |                          | Postcode                        |
| Telephone number         | <input type="text"/>              | Fax number               | <input type="text"/>            |
| Email address            | <input type="text"/>              |                          |                                 |
| Paragon consultant code  | <input type="text"/>              |                          |                                 |

## Originating intermediary

Where this application is being originated by a different intermediary to the submitting intermediary, please complete the following details:

|                         |                      |            |                      |
|-------------------------|----------------------|------------|----------------------|
| Consultant's full name  | <input type="text"/> |            |                      |
| Consultant's FCA number | <input type="text"/> |            |                      |
| Company name            | <input type="text"/> |            |                      |
| Principal's FCA number  | <input type="text"/> |            |                      |
| Intermediary's address  | <input type="text"/> |            |                      |
|                         |                      |            | Postcode             |
| Telephone number        | <input type="text"/> | Fax number | <input type="text"/> |
| Email address           | <input type="text"/> |            |                      |
| Paragon consultant code | <input type="text"/> |            |                      |

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

**Private individual(s):** Please ignore references to the company/LLP and the limited company details section and begin the application overleaf.

**Limited company / limited liability partnership:** It should be noted that the expressions "guarantor" or "you" should be interpreted to mean a director/member or significant shareholder of the company/LLP.

In accordance with our lending criteria, full, joint and several personal guarantees must be available from all of the directors/members subject to the company/LLP having a maximum of four directors/members. 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 state N/A or None.**

## Limited company/limited liability partnership (LLP) details

This section should only be completed where the application is to be in the name of a limited company or LLP.

**Please note:** The limited company/LLP must be registered and trading in England, Wales or Scotland and have been incorporated for the principal purpose of buying and holding residential investment property.

|  |                              |                             |                                |                      |                      |                      |                      |
|--|------------------------------|-----------------------------|--------------------------------|----------------------|----------------------|----------------------|----------------------|
| Company/LLP name   | <input type="text"/>         |                             |                                |                      |                      |                      |                      |
| Is the company/LLP an existing Paragon mortgage customer?                      | <input type="checkbox"/> Yes | <input type="checkbox"/> No |                                |                      |                      |                      |                      |
| Is the company/LLP trading?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No | If yes, date trading commenced | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Registered office<br><small>(A PO Box number is not acceptable)</small>        | <input type="text"/>         |                             |                                |                      |                      |                      | Postcode             |
| Telephone number   | <input type="text"/>         | Fax number                  | <input type="text"/>           |                      |                      |                      |                      |
| Email address  | <input type="text"/>         |                             |                                |                      |                      |                      |                      |
| Company/LLP registration number  | <input type="text"/>         | Company VAT number          | <input type="text"/>           |                      |                      |                      |                      |
| Name of company secretary  | <input type="text"/>         |                             |                                |                      |                      |                      |                      |
| Is your main place of business in the UK different from the registered office? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |                                |                      |                      |                      |                      |
| If yes, please give business address   | <input type="text"/>         |                             |                                |                      |                      |                      | Postcode             |
| Telephone number   | <input type="text"/>         | Fax number                  | <input type="text"/>           |                      |                      |                      |                      |
| Name and address of accountant/auditors  | <input type="text"/>         |                             |                                |                      |                      |                      | Postcode             |
| Telephone number   | <input type="text"/>         | Fax number                  | <input type="text"/>           |                      |                      |                      |                      |
| Name of individual acting  | <input type="text"/>         |                             |                                |                      |                      |                      |                      |
| Their qualification  | <input type="text"/>         |                             |                                |                      |                      |                      |                      |

### Application details

|   |   |
|---|---|
| Number of Applicants                            | <input type="checkbox"/>  |
| Is this a purchase or remortgage?               | <input type="checkbox"/> <b>Purchase</b> <input type="checkbox"/> <b>Remortgage</b> |
| Is this application for more than one property? | <input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>              |

### Applicant / Guarantor 1

|   |                                     |                                    |
|---|-------------------------------------|------------------------------------|
| Do you own another buy-to-let property?                                 | <input type="checkbox"/> <b>Yes</b> | <input type="checkbox"/> <b>No</b> |
| Did you purchase the property that this application relates to?         | <input type="checkbox"/> <b>Yes</b> | <input type="checkbox"/> <b>No</b> |
| At the time of purchase, did you intend to let the property out?        | <input type="checkbox"/> <b>Yes</b> | <input type="checkbox"/> <b>No</b> |
| Have you, or a relative, lived in the property since you have owned it? | <input type="checkbox"/> <b>Yes</b> | <input type="checkbox"/> <b>No</b> |
| Are you an existing Paragon mortgage customer?                          | <input type="checkbox"/> <b>Yes</b> | <input type="checkbox"/> <b>No</b> |

### Applicant / Guarantor 2

|   |                                     |                                    |
|---|-------------------------------------|------------------------------------|
| Do you own another buy-to-let property?                                 | <input type="checkbox"/> <b>Yes</b> | <input type="checkbox"/> <b>No</b> |
| Did you purchase the property that this application relates to?         | <input type="checkbox"/> <b>Yes</b> | <input type="checkbox"/> <b>No</b> |
| At the time of purchase, did you intend to let the property out?        | <input type="checkbox"/> <b>Yes</b> | <input type="checkbox"/> <b>No</b> |
| Have you, or a relative, lived in the property since you have owned it? | <input type="checkbox"/> <b>Yes</b> | <input type="checkbox"/> <b>No</b> |
| Are you an existing Paragon mortgage customer?                          | <input type="checkbox"/> <b>Yes</b> | <input type="checkbox"/> <b>No</b> |

### Applicant / Guarantor 3

|   |                          |     |                          |    |
|---|--------------------------|-----|--------------------------|----|
| Do you own another buy-to-let property?                                 | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| Did you purchase the property that this application relates to?         | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| At the time of purchase, did you intend to let the property out?        | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| Have you, or a relative, lived in the property since you have owned it? | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| Are you an existing Paragon mortgage customer?                          | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |

### Applicant / Guarantor 4

|   |                          |     |                          |    |
|---|--------------------------|-----|--------------------------|----|
| Do you own another buy-to-let property?                                 | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| Did you purchase the property that this application relates to?         | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| At the time of purchase, did you intend to let the property out?        | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| Have you, or a relative, lived in the property since you have owned it? | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| Are you an existing Paragon mortgage customer?                          | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |

Applicant / Guarantor 1

|   |  |
|---|--|
| Title   | <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms         Other <input type="text"/>  |
| Gender  | <input type="checkbox"/> Male <input type="checkbox"/> Female  |
| First names (in full)   | <input type="text"/>   |
| Surname   | <input type="text"/>   |
| Other names previously known by   | <input type="text"/>   |
| Marital status  | <input type="text"/>   |
| Date of birth   | <input type="text"/> D <input type="text"/> D <input type="text"/> M <input type="text"/> M <input type="text"/> Y <input type="text"/> Y <input type="text"/> Y <input type="text"/> Y  |
| Country of birth  | <input type="text"/>   |
| Number of children/dependents   | <input type="text"/> Their ages <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>   |
| Current residential address<br><small>(Please ensure the postcode is shown in full)</small>   | <input type="text"/><br><hr/> <input type="text"/> Postcode  |
| Home telephone number   | <input type="text"/>   |
| Mobile telephone number   | <input type="text"/> Fax number <input type="text"/>   |
| Email address   | <input type="text"/>   |
| Length of time at this address  | <input type="text"/> <input type="text"/> Years <input type="text"/> <input type="text"/> Months   |
| Residential status  | <input type="checkbox"/> Owner <input type="checkbox"/> Tenant <input type="checkbox"/> With relations or friends  |
| Name and address of current lender or landlord  | <input type="text"/><br><hr/> <input type="text"/> Postcode  |
| Account number  | <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"/> <input type="text"/> |
| If you have lived at your current address for less than two years, please give previous residential address<br><small>(If more than one address please use continuation sheet on page 23)</small> | <input type="text"/><br><hr/> <input type="text"/> Postcode  |
| Length of time at this address  | <input type="text"/> <input type="text"/> Years <input type="text"/> <input type="text"/> Months   |
| Residential status at this address  | <input type="checkbox"/> Owner <input type="checkbox"/> Tenant <input type="checkbox"/> With relations or friends  |
| Name and address of previous lender or landlord   | <input type="text"/><br><hr/> <input type="text"/> Postcode  |
| Account number  | <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"/> <input type="text"/> |

Applicant / Guarantor 2

|   |  |
|---|--|
| Title   | <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms                 Other <input type="text"/>  |
| Gender  | <input type="checkbox"/> Male <input type="checkbox"/> Female  |
| First names (in full)   | <input type="text"/>   |
| Surname   | <input type="text"/>   |
| Other names previously known by   | <input type="text"/>   |
| Marital status  | <input type="text"/>   |
| Date of birth   | <input type="text"/> D <input type="text"/> D <input type="text"/> M <input type="text"/> M <input type="text"/> Y <input type="text"/> Y <input type="text"/> Y <input type="text"/> Y  |
| Country of birth  | <input type="text"/>   |
| Number of children/dependents   | <input type="text"/> Their ages <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>   |
| Current residential address<br><small>(Please ensure the postcode is shown in full)</small>   | <input type="text"/><br>..... Postcode   |
| Home telephone number   | <input type="text"/>   |
| Mobile telephone number   | <input type="text"/> Fax number <input type="text"/>   |
| Email address   | <input type="text"/>   |
| Length of time at this address  | <input type="text"/> <input type="text"/> Years <input type="text"/> <input type="text"/> Months   |
| Residential status  | <input type="checkbox"/> Owner <input type="checkbox"/> Tenant <input type="checkbox"/> With relations or friends  |
| Name and address of current lender or landlord  | <input type="text"/><br>..... Postcode   |
| Account number  | <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"/> <input type="text"/> |
| If you have lived at your current address for less than two years, please give previous residential address<br><small>(If more than one address please use continuation sheet on page 23)</small> | <input type="text"/><br>..... Postcode   |
| Length of time at this address  | <input type="text"/> <input type="text"/> Years <input type="text"/> <input type="text"/> Months   |
| Residential status at this address  | <input type="checkbox"/> Owner <input type="checkbox"/> Tenant <input type="checkbox"/> With relations or friends  |
| Name and address of previous lender or landlord   | <input type="text"/><br>..... Postcode   |
| Account number  | <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"/> <input type="text"/> |



Applicant / Guarantor 3

|   |  |
|---|--|
| Title   | <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms                 Other <input type="text"/>  |
| Gender  | <input type="checkbox"/> Male <input type="checkbox"/> Female  |
| First names (in full)   | <input type="text"/>   |
| Surname   | <input type="text"/>   |
| Other names previously known by   | <input type="text"/>   |
| Marital status  | <input type="text"/>   |
| Date of birth   | <input type="text"/> D <input type="text"/> D <input type="text"/> M <input type="text"/> M <input type="text"/> Y <input type="text"/> Y <input type="text"/> Y <input type="text"/> Y  |
| Country of birth  | <input type="text"/>   |
| Number of children/dependents   | <input type="text"/> Their ages <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>   |
| Current residential address<br><small>(Please ensure the postcode is shown in full)</small>   | <input type="text"/><br>..... Postcode   |
| Home telephone number   | <input type="text"/>   |
| Mobile telephone number   | <input type="text"/> Fax number <input type="text"/>   |
| Email address   | <input type="text"/>   |
| Length of time at this address  | <input type="text"/> <input type="text"/> Years <input type="text"/> <input type="text"/> Months   |
| Residential status  | <input type="checkbox"/> Owner <input type="checkbox"/> Tenant <input type="checkbox"/> With relations or friends  |
| Name and address of current lender or landlord  | <input type="text"/><br>..... Postcode   |
| Account number  | <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"/> <input type="text"/> |
| If you have lived at your current address for less than two years, please give previous residential address<br><small>(If more than one address please use continuation sheet on page 23)</small> | <input type="text"/><br>..... Postcode   |
| Length of time at this address  | <input type="text"/> <input type="text"/> Years <input type="text"/> <input type="text"/> Months   |
| Residential status at this address  | <input type="checkbox"/> Owner <input type="checkbox"/> Tenant <input type="checkbox"/> With relations or friends  |
| Name and address of previous lender or landlord   | <input type="text"/><br>..... Postcode   |
| Account number  | <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"/> <input type="text"/> |

## Applicant / Guarantor 4

|   |  |
|---|--|
| Title   | <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms                 Other <input type="text"/>  |
| Gender  | <input type="checkbox"/> Male <input type="checkbox"/> Female  |
| First names (in full)   | <input type="text"/>   |
| Surname   | <input type="text"/>   |
| Other names previously known by   | <input type="text"/>   |
| Marital status  | <input type="text"/>   |
| Date of birth   | <input type="text"/> D <input type="text"/> D <input type="text"/> M <input type="text"/> M <input type="text"/> Y <input type="text"/> Y <input type="text"/> Y <input type="text"/> Y  |
| Country of birth  | <input type="text"/>   |
| Number of children/dependents   | <input type="text"/> Their ages <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>   |
| Current residential address<br><small>(Please ensure the postcode is shown in full)</small>   | <input type="text"/><br>..... Postcode   |
| Home telephone number   | <input type="text"/>   |
| Mobile telephone number   | <input type="text"/> Fax number <input type="text"/>   |
| Email address   | <input type="text"/>   |
| Length of time at this address  | <input type="text"/> <input type="text"/> Years <input type="text"/> <input type="text"/> Months   |
| Residential status  | <input type="checkbox"/> Owner <input type="checkbox"/> Tenant <input type="checkbox"/> With relations or friends  |
| Name and address of current lender or landlord  | <input type="text"/><br>..... Postcode   |
| Account number  | <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"/> <input type="text"/> |
| If you have lived at your current address for less than two years, please give previous residential address<br><small>(If more than one address please use continuation sheet on page 23)</small> | <input type="text"/><br>..... Postcode   |
| Length of time at this address  | <input type="text"/> <input type="text"/> Years <input type="text"/> <input type="text"/> Months   |
| Residential status at this address  | <input type="checkbox"/> Owner <input type="checkbox"/> Tenant <input type="checkbox"/> With relations or friends  |
| Name and address of previous lender or landlord   | <input type="text"/><br>..... Postcode   |
| Account number  | <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"/> <input type="text"/> |

Applicant / Guarantor 1

Employment status  **Employed**  **Sub-contractor**  **Partnership**  
 **Sole trader**  **Shareholder/Company director/Designated member**

*If shareholder*  
 shareholding of business  % Occupation

Nature of business

Name of employer or business

Address of employer or business  
*(If self-employed, provide business address)*   
 Postcode

Telephone number  Fax number

Length of current employment or date  
 business established

Is your employment permanent and  
 non-probationary?  **Yes**  **No**

Are you employed on a contract basis?  **Yes**  **No** If yes, length of  
 current contract   Years   Months

Renewal date

Gross employed income  £  p.a

Self employed net profit income  
*(Sole trader or partnership excluding buy-to-let income)*  £  p.a

Limited company/LLP income  
*(Dividend / director's remuneration/member's profit)*  £  p.a

Gross rental income  
*(As of today's date including all existing properties and  
 current purchase applications)*  £  p.a

Self employed pre-tax profit income  
*(Buy-to-let income)*  £  p.a

All other taxable income  
*(eg pension, investments, savings etc)*  £  p.a

*If self-employed*  
 Name and address of accountant   
 Postcode

Accountant telephone number

Accountant email address

Name of individual acting and  
 qualification

Length of time with accountant   Years   Months

National Insurance number

## Applicant / Guarantor 2

|  |  |  |  |
|--|--|--|--|
| Employment status  | <input type="checkbox"/> <b>Employed</b>   | <input type="checkbox"/> <b>Sub-contractor</b>                                 | <input type="checkbox"/> <b>Partnership</b>  |
|  | <input type="checkbox"/> <b>Sole trader</b>  | <input type="checkbox"/> <b>Shareholder/Company director/Designated member</b> |  |
| <i>If shareholder shareholding of business</i>   | <input type="text"/> %   | Occupation   | <input type="text"/>   |
| Nature of business   | <input type="text"/>   |  |  |
| Name of employer or business   | <input type="text"/>   |  |  |
| Address of employer or business<br><i>(If self-employed, provide business address)</i>                                 | <input type="text"/>   |  |  |
|  |  | Postcode   | <input type="text"/>   |
| Telephone number   | <input type="text"/>   | Fax number   | <input type="text"/>   |
| Length of current employment or date business established  | <input type="text"/>   |  |  |
| Is your employment permanent and non-probationary?   | <input type="checkbox"/> <b>Yes</b>  | <input type="checkbox"/> <b>No</b>   |  |
| Are you employed on a contract basis?  | <input type="checkbox"/> <b>Yes</b>  | <input type="checkbox"/> <b>No</b>   | If yes, length of current contract   |
|  |  |  | <input type="text"/> <input type="text"/> Years <input type="text"/> <input type="text"/> Months |
| Renewal date   | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>                      |  |  |
| Gross employed income  | <input type="text"/> £   | <input type="text"/> p.a   |  |
| Self employed net profit income<br><i>(Sole trader or partnership excluding buy-to-let income)</i>                     | <input type="text"/> £   | <input type="text"/> p.a   |  |
| Limited company/LLP income<br><i>(Dividend / director's remuneration/member's profit)</i>                              | <input type="text"/> £   | <input type="text"/> p.a   |  |
| Gross rental income<br><i>(As of today's date including all existing properties and current purchase applications)</i> | <input type="text"/> £   | <input type="text"/> p.a   |  |
| Self employed pre-tax profit income<br><i>(Buy-to-let income)</i>  | <input type="text"/> £   | <input type="text"/> p.a   |  |
| All other taxable income<br><i>(eg pension, investments, savings etc)</i>  | <input type="text"/> £   | <input type="text"/> p.a   |  |
| <i>If self-employed</i><br>Name and address of accountant  | <input type="text"/>   |  |  |
|  |  | Postcode   | <input type="text"/>   |
| Accountant telephone number  | <input type="text"/>   |  |  |
| Accountant email address   | <input type="text"/>   |  |  |
| Name of individual acting and qualification  | <input type="text"/>   |  |  |
| Length of time with accountant   | <input type="text"/> <input type="text"/> Years  | <input type="text"/> <input type="text"/> Months                               |  |
| National Insurance number  | <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"/> |  |  |

Applicant / Guarantor 3

Employment status  **Employed**  **Sub-contractor**  **Partnership**  
 **Sole trader**  **Shareholder/Company director/Designated member**

If shareholder shareholding of business  % Occupation

Nature of business

Name of employer or business

Address of employer or business (If self-employed, provide business address)  
 Postcode

Telephone number  Fax number

Length of current employment or date business established

Is your employment permanent and non-probationary?  **Yes**  **No**

Are you employed on a contract basis?  **Yes**  **No** If yes, length of current contract   Years   Months

Renewal date

Gross employed income  £  p.a

Self employed net profit income (Sole trader or partnership excluding buy-to-let income)  £  p.a

Limited company/LLP income (Dividend / director's remuneration/member's profit)  £  p.a

Gross rental income (As of today's date including all existing properties and current purchase applications)  £  p.a

Self employed pre-tax profit income (Buy-to-let income)  £  p.a

All other taxable income (eg pension, investments, savings etc)  £  p.a

If self-employed Name and address of accountant   
 Postcode

Accountant telephone number

Accountant email address

Name of individual acting and qualification

Length of time with accountant   Years   Months

National Insurance number

## Applicant / Guarantor 4

|  |   |  |  |
|--|---|--|--|
| Employment status  | <input type="checkbox"/> <b>Employed</b>  | <input type="checkbox"/> <b>Sub-contractor</b>                                 | <input type="checkbox"/> <b>Partnership</b>  |
|  | <input type="checkbox"/> <b>Sole trader</b>   | <input type="checkbox"/> <b>Shareholder/Company director/Designated member</b> |  |
| <i>If shareholder shareholding of business</i>   | <input type="text"/> %  | Occupation   | <input type="text"/>   |
| Nature of business   | <input type="text"/>  |  |  |
| Name of employer or business   | <input type="text"/>  |  |  |
| Address of employer or business<br><i>(If self-employed, provide business address)</i>                                 | <input type="text"/>  |  |  |
|  |   | Postcode   | <input type="text"/>   |
| Telephone number   | <input type="text"/>  | Fax number   | <input type="text"/>   |
| Length of current employment or date business established  | <input type="text"/>  |  |  |
| Is your employment permanent and non-probationary?   | <input type="checkbox"/> <b>Yes</b>   | <input type="checkbox"/> <b>No</b>   |  |
| Are you employed on a contract basis?  | <input type="checkbox"/> <b>Yes</b>   | <input type="checkbox"/> <b>No</b>   | If yes, length of current contract   |
|  |   |  | <input type="text"/> <input type="text"/> Years <input type="text"/> <input type="text"/> Months |
| Renewal date   | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> |  |  |
| Gross employed income  | <input type="text"/> £  | <input type="text"/> p.a   |  |
| Self employed net profit income<br><i>(Sole trader or partnership excluding buy-to-let income)</i>                     | <input type="text"/> £  | <input type="text"/> p.a   |  |
| Limited company/LLP income<br><i>(Dividend / director's remuneration/member's profit)</i>                              | <input type="text"/> £  | <input type="text"/> p.a   |  |
| Gross rental income<br><i>(As of today's date including all existing properties and current purchase applications)</i> | <input type="text"/> £  | <input type="text"/> p.a   |  |
| Self employed pre-tax profit income<br><i>(Buy-to-let income)</i>  | <input type="text"/> £  | <input type="text"/> p.a   |  |
| All other taxable income<br><i>(eg pension, investments, savings etc)</i>  | <input type="text"/> £  | <input type="text"/> p.a   |  |
| <i>If self-employed</i><br>Name and address of accountant  | <input type="text"/>  |  |  |
|  |   | Postcode   | <input type="text"/>   |
| Accountant telephone number  | <input type="text"/>  |  |  |
| Accountant email address   | <input type="text"/>  |  |  |
| Name of individual acting and qualification  | <input type="text"/>  |  |  |
| Length of time with accountant   | <input type="text"/> <input type="text"/> Years   | <input type="text"/> <input type="text"/> Months                               |  |
| National Insurance number  | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> |  |  |

## Applicant / Guarantor 1

Where you/the company/LLP currently own property(ies) which is/are let or presently vacant which you are intending to let (excluding any main residence), please provide full details on page 16. Should you require additional space, please copy page 16 and attach to this application.

|   |  |
|---|--|
| How long have you/the company/LLP been letting property?  | <input type="text"/> <input type="text"/> Years                |
| Do you/the company/LLP manage the property(ies)?          | <input type="checkbox"/> Yes <input type="checkbox"/> No       |
| How many properties do you/the company/LLP currently own? | <input type="text"/> <input type="text"/> <input type="text"/> |

## Applicant / Guarantor 2

|   |  |
|---|--|
| How long have you/the company/LLP been letting property?  | <input type="text"/> <input type="text"/> Years                |
| Do you/the company/LLP manage the property(ies)?          | <input type="checkbox"/> Yes <input type="checkbox"/> No       |
| How many properties do you/the company/LLP currently own? | <input type="text"/> <input type="text"/> <input type="text"/> |

## Applicant / Guarantor 3

|   |  |
|---|--|
| How long have you/the company/LLP been letting property?  | <input type="text"/> <input type="text"/> Years                |
| Do you/the company/LLP manage the property(ies)?          | <input type="checkbox"/> Yes <input type="checkbox"/> No       |
| How many properties do you/the company/LLP currently own? | <input type="text"/> <input type="text"/> <input type="text"/> |

## Applicant / Guarantor 4

|   |  |
|---|--|
| How long have you/the company/LLP been letting property?  | <input type="text"/> <input type="text"/> Years                |
| Do you/the company/LLP manage the property(ies)?          | <input type="checkbox"/> Yes <input type="checkbox"/> No       |
| How many properties do you/the company/LLP currently own? | <input type="text"/> <input type="text"/> <input type="text"/> |

## Limited company / limited liability partnership (LLP)

|   |  |
|---|--|
| How long has the company/LLP been letting property?     | <input type="text"/> <input type="text"/> Years                |
| Does the company/LLP manage the property(ies)?          | <input type="checkbox"/> Yes <input type="checkbox"/> No       |
| How many properties does the company/LLP currently own? | <input type="text"/> <input type="text"/> <input type="text"/> |

Should you require additional space, please copy this page and attach to the application.

|  |  |
|--|--|
| Owner  | <input type="text"/>   |
| Address                                      | <input type="text"/><br>.....<br>Postcode  |
| Latest professional valuation and date       | £ <input type="text"/> / <input type="text"/> / <input type="text"/>                             |
| Current mortgage/ loan balance               | £ <input type="text"/>   |
| Lender's name and address                    | <input type="text"/><br>.....<br>Postcode  |
| Account number                               | <input type="text"/>   |
| Monthly payment                              | £ <input type="text"/>   |
| Monthly rental income                        | £ <input type="text"/>   |
| How long have you been letting the property? | <input type="text"/> <input type="text"/> Years <input type="text"/> <input type="text"/> Months |
| Is the property currently let?               | <input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>                           |
| Length of agreement                          | <input type="text"/> <input type="text"/> Years <input type="text"/> <input type="text"/> Months |
| Start date of agreement                      | <input type="text"/>   |

|  |  |
|--|--|
| Owner  | <input type="text"/>   |
| Address                                      | <input type="text"/><br>.....<br>Postcode  |
| Latest professional valuation and date       | £ <input type="text"/> / <input type="text"/> / <input type="text"/>                             |
| Current mortgage/ loan balance               | £ <input type="text"/>   |
| Lender's name and address                    | <input type="text"/><br>.....<br>Postcode  |
| Account number                               | <input type="text"/>   |
| Monthly payment                              | £ <input type="text"/>   |
| Monthly rental income                        | £ <input type="text"/>   |
| How long have you been letting the property? | <input type="text"/> <input type="text"/> Years <input type="text"/> <input type="text"/> Months |
| Is the property currently let?               | <input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>                           |
| Length of agreement                          | <input type="text"/> <input type="text"/> Years <input type="text"/> <input type="text"/> Months |
| Start date of agreement                      | <input type="text"/>   |

|  |  |
|--|--|
| Owner  | <input type="text"/>   |
| Address                                      | <input type="text"/><br>.....<br>Postcode  |
| Latest professional valuation and date       | £ <input type="text"/> / <input type="text"/> / <input type="text"/>                             |
| Current mortgage/ loan balance               | £ <input type="text"/>   |
| Lender's name and address                    | <input type="text"/><br>.....<br>Postcode  |
| Account number                               | <input type="text"/>   |
| Monthly payment                              | £ <input type="text"/>   |
| Monthly rental income                        | £ <input type="text"/>   |
| How long have you been letting the property? | <input type="text"/> <input type="text"/> Years <input type="text"/> <input type="text"/> Months |
| Is the property currently let?               | <input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>                           |
| Length of agreement                          | <input type="text"/> <input type="text"/> Years <input type="text"/> <input type="text"/> Months |
| Start date of agreement                      | <input type="text"/>   |

|  |  |
|--|--|
| Owner  | <input type="text"/>   |
| Address                                      | <input type="text"/><br>.....<br>Postcode  |
| Latest professional valuation and date       | £ <input type="text"/> / <input type="text"/> / <input type="text"/>                             |
| Current mortgage/ loan balance               | £ <input type="text"/>   |
| Lender's name and address                    | <input type="text"/><br>.....<br>Postcode  |
| Account number                               | <input type="text"/>   |
| Monthly payment                              | £ <input type="text"/>   |
| Monthly rental income                        | £ <input type="text"/>   |
| How long have you been letting the property? | <input type="text"/> <input type="text"/> Years <input type="text"/> <input type="text"/> Months |
| Is the property currently let?               | <input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>                           |
| Length of agreement                          | <input type="text"/> <input type="text"/> Years <input type="text"/> <input type="text"/> Months |
| Start date of agreement                      | <input type="text"/>   |



## Property

If this application is for more than one property, please copy this page and the next page and attach them to your application.

|  |   |  |
|--|---|--|
| Product and interest rate required   | <input type="text"/>  |  |
| Loan required  | <input type="text" value="£"/>  | Term <input type="text"/> <input type="text"/> Years                                       |
| Method of repayment  | <input type="checkbox"/> <b>Interest only</b>   | <input type="checkbox"/> <b>Capital and Interest</b>                                       |
| For part and part, please give loan required on  | <input type="text" value="£"/> Interest only  | <input type="text" value="£"/> Capital and interest  |
| Loan purpose   | <input type="checkbox"/> <b>Purchase</b>  | <input type="checkbox"/> <b>Remortgage</b>   |
| If remortgage, please give amount and purpose of additional funds being raised   | <input type="text" value="£"/>  | <input type="text"/>   |
| Purchase price<br><small>(if remortgage, please state original purchase price and date purchased)</small>  | <input type="text" value="£"/>  | <input type="text"/>   |
| Estimated value  | <input type="text" value="£"/>  |  |
| Will you be in receipt of any discount, price reduction, cash payment or incentive in respect of this property or be purchasing or re-financing through, or be in any way connected with, an investment syndicate or club? | <input type="checkbox"/> <b>Yes</b> If yes, please give details<br><input type="checkbox"/> <b>No</b> | <input type="text"/>   |
| Address of property  | <input type="text"/>  |  |
| Type of property   | <input type="checkbox"/> <b>House</b>   | <input type="checkbox"/> <b>Flat / Maisonette</b> <input type="checkbox"/> <b>Bungalow</b> |
| Number of self-contained units   | <input type="text"/> <input type="text"/>   |  |
| If flat or maisonette  | <input type="checkbox"/> <b>Purpose built</b>   | <input type="checkbox"/> <b>Converted</b> <input type="checkbox"/> <b>Studio</b>           |
| If house or bungalow   | <input type="checkbox"/> <b>Detached</b>  | <input type="checkbox"/> <b>Semi-detached</b> <input type="checkbox"/> <b>Terraced</b>     |
| Number of storeys in block   | <input type="text"/> <input type="text"/>   | Number of flats in block <input type="text"/> <input type="text"/>                         |
| Tenure   | <input type="checkbox"/> <b>Freehold</b> <input type="checkbox"/> <b>Leasehold</b>                    |  |
| If leasehold:  | Unexpired term <input type="text"/> <input type="text"/> Years  |  |
|  | Ground rent <input type="text" value="£"/> <b>p.a.</b>  | Service charge <input type="text" value="£"/> <b>p.a.</b>                                  |
| Age of property  | <input type="text"/> <input type="text"/> Years   |  |

## Property *(continued)*

|  |  |  |                      |
|--|--|--|----------------------|
| Is the property attached to, or above, commercial premises?  | <input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>   | If yes, give details                       | <input type="text"/> |
| Is the property ex local authority?  | <input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>   | If yes, give details                       | <input type="text"/> |
| Is the property to be let or occupied by the current, or a former owner, of the property?                                      | <input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>   | If yes, give details                       | <input type="text"/> |
| Is the property in, or to be in, multiple occupation?  | <input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>   | If yes, number of unrelated occupants      | <input type="text"/> |
| Anticipated rental/rental income received  | <input type="text" value="£"/> <span style="float: right;">Per month</span>  |  |                      |
| Source of deposit (purchases)  | <input type="text"/>   |  |                      |
| Have you/the company applied, or intend to apply, to anyone other than Paragon for a mortgage on this, or any other, property? | <input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>   | If yes, give details on continuation sheet |                      |
| Name and address of person to contact to arrange an inspection of the property   | <input type="text"/><br><hr style="border-top: 1px dotted #ccc;"/><br><input type="text"/><br><div style="text-align: right;">Postcode</div> |  |                      |
| Telephone number   | <input type="text"/>   |  |                      |
| Mobile number  | <input type="text"/>   |  |                      |

## CREDIT HISTORY AND OUTGOINGS

Have you any loans, hire purchase, credit/charge cards or other financial commitments such as maintenance payments?

*If yes, please provide details below where the current balance exceeds £500, and/or the commitment will continue for a period exceeding 12 months. If the loan or commitment is to be repaid on or before completion please indicate this.*

APPLICANT / GUARANTOR 1  Yes  No

APPLICANT / GUARANTOR 2  Yes  No

APPLICANT / GUARANTOR 3  Yes  No

APPLICANT / GUARANTOR 4  Yes  No

| Applicant/Guarantor<br>1, 2, 3 or 4 | Lender/Company | Purpose of loan | Monthly payment | Current balance | To be repaid |
|-------------------------------------|----------------|-----------------|-----------------|-----------------|--------------|
|                                     |                |                 |                 |                 |              |
|                                     |                |                 |                 |                 |              |
|                                     |                |                 |                 |                 |              |
|                                     |                |                 |                 |                 |              |
|                                     |                |                 |                 |                 |              |
|                                     |                |                 |                 |                 |              |

## Bank details

All mortgage payments must be made by direct debit from a UK bank/building society account, and the applicant must be the account holder.

Name of bank

Sort code

  -   -  

Account number

How long has this account been open?

  Years   Months

## Solicitor details

**Please note:** It is normally possible for the solicitor you/the company appoint to also act for the Lender. However, we can only instruct your solicitor if the firm has been/will be appointed to Paragon's conveyancing panel, having met our criteria. We reserve the right to refuse to instruct your solicitor at our discretion. Please refer to our lending guidelines and submission requirements for further information.

|  |  |
|--|--|
| Solicitor firm name  | <input type="text"/>                         |
| Name of person acting  | <input type="text"/>                         |
| Address  | <input type="text"/><br><input type="text"/> |
| Telephone number   | <input type="text"/>                         |
| Fax number   | <input type="text"/>                         |
| Email address  | <input type="text"/>                         |
| DX number  | <input type="text"/>                         |
| What (if any) is the relationship between you/the company and the solicitor? | <input type="text"/><br><input type="text"/> |

## Additional information *(must be completed in all circumstances)*

As a responsible lender, when you apply for a mortgage/insurance, we have to assess all material facts before an offer is issued. It is your responsibility to disclose any material facts that could influence our decision.

The following questions we consider to be material and must be answered before we can assess your application.

|  |                              |                             |
|--|------------------------------|-----------------------------|
| 1. Have you (or any persons normally resident with you):   |                              |                             |
| a) ever been convicted of any offence (other than driving offences)?   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| b) had any insurer decline or cancel insurance or impose special terms?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| c) claimed on any home or personal insurance in the last three years?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. Is it your intention to leave the property unoccupied for more than 30 consecutive days a year?   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3. Are you aware of any future changes to your income or expenditure that would affect your ability to repay the mortgage?   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 4. Have you ever incurred mortgage or unsecured credit arrears, been declared bankrupt, entered into arrangement with creditors or been party to a mortgage where the property has been taken into possession? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 5. Have you ever been declared bankrupt whilst being a director of a company that went into liquidation, receivership or administration or been disqualified from being a director of a company?               | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 6. Have you ever had a county court judgement or any other court order made against you?   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 7. Have you been refused a mortgage in the last 12 months?   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

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.

**This is our standard client agreement upon which we intend to rely. For your own benefit and protection, you should read these terms carefully before proceeding. If you do not understand any point, please ask for further information.**

**By signing I confirm that:**

- a) The information given, whether on the application form or otherwise, 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
- b) I have never been refused a mortgage by another lender
- c) I have never been in arrears with any credit agreement
- d) I have never had a judgement for debt registered against me or been declared bankrupt/ sequestrated or failed to maintain payments under any mortgage or other credit agreement
- e) You may make all enquiries you feel appropriate (including with HM Revenue & Customs under the HMRC Verification Scheme to confirm the income information and documents I have provided are true and genuine, 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
- f) If identity and/or immigration papers are provided I give you permission to check my status with the Home Office. I also confirm that in compliance with the 2016 Immigration Act, I give you permission to check my details against the Home office database
- g) I waive any confidentiality or privilege in respect of this application, and the mortgage transaction as a whole, and confirm that any solicitor or other party acting for me is authorised to disclose to you, at any time (whether before or after completion of the mortgage), any information or documentation you request which ought reasonably to be considered relevant or which might reasonably influence your decision to lend, including the entirety of the solicitor's file(s) (regardless of whether there is a joint file or a separate file for me and you), the financial records and the ledger card
- h) If you provide me with a copy of, or extract from, your valuation report you make no representation or warranty (express or implied) nor accept any liability or responsibility in respect of its contents
- i) Any payments in respect of the mortgage are made for, and on behalf of, all parties to it
- j) Where I am not a consumer buy to let borrower, my mortgage is entered in wholly or predominantly for the purposes of a business carried on, or intended to be carried on, by me. I understand that I will not have the benefit of the protection and remedies that would be available to me under the Mortgage Credit Directive Order if the agreement were a regulated mortgage contract under that Order. I am aware that if I am in any doubt as to the consequences of the agreement not being regulated by the Order then I should seek independent legal advice
- k) You may record or monitor any telephone or email communication with me for training purposes or client protection
- l) You may decline this application or withdraw any subsequent offer without stating a reason
- m) Any additional security insurance arrangements are for your benefit only and I have no right or claim in relation to them
- n) I am aware that it is a criminal offence to knowingly provide false information to obtain a mortgage and that it may make me liable to criminal prosecution
- o) I am aware that to forge a signature may make me liable to criminal prosecution
- p) I am aware of and consent to the Securitisation and the Use of Information provisions below

**Securitisation**

I confirm that you may transfer or 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.

**Credit reference agencies (CRA's)**

- a) In considering your application we will search your personal and, where applicable, business record at one or more CRA's. 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 CRA's 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
- b) 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 CRA's about you and anyone referred to by you
- c) An 'association' between joint applicants and between you and anyone you tell us is your financial partner will be created at the CRA's. 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 CRA's
- d) We will/may use a credit scoring or other automated decision-making system when assessing your application. You have the right to obtain human intervention on the part of the controller to express his or her point of view and to contest the decision
- e) We will also add to your personal and, where applicable, business record with one or more of the CRA's 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 account or insurance policies
- f) We may make periodic searches at CRA's and fraud prevention agencies to manage your account with us
- g) If you are a director, we will seek confirmation from CRA's that the residential address that you provide is the same as that shown on the restricted register of directors' usual addresses at Companies House
- h) Information on applications will be sent to CRA's and will be recorded by them including information on your business and its proprietors and CRA's may create a record of the name and address of your business and its proprietors if there is not one already
- i) The credit reference agencies we normally use are:
  - Equifax Ltd, Customer Services Centre, PO Box 10036, Leicester LE3 4FS
  - Experian, Consumer Help Service, PO Box 8000, Nottingham, NG1 5GX
  - Callcredit PLC, 1 Park Lane, Leeds, LS3 1EPIf you are a Limited Company Director, in addition to the above we may also share your information with Creditsafe. They can be contacted at Bryn House, Caerphilly Business Park, Van Road, Caerphilly, CF83 3GR
- j) The CRA's have drafted a notice called 'Credit Reference Agency Information Notice' (CRAIN) which sets out how your data will be processed by Callcredit, Equifax and Experian. Please go to [www.equifax.co.uk/crain.html](http://www.equifax.co.uk/crain.html), [www.callcredit.co.uk/crain](http://www.callcredit.co.uk/crain) or [www.experian.co.uk/crain/index.html](http://www.experian.co.uk/crain/index.html) to read the notice in full

## Crime and fraud prevention

- k) The personal information we collect from you will be shared with fraud prevention agencies who will use it to prevent fraud and money laundering and to verify your identity. If fraud is detected, you could be refused certain services, finance or employment. Your information will also be shared with credit reference agencies (CRAs) to carry out credit checks and record details of your repayment history
- l) 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 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
- m) For these purposes they, or we, may make further searches. These searches may be added to your record and shared with others
- n) 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 search your records at CRA's. 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
- o) We, the CRA's and fraud prevention agencies will also use the records for statistical analysis about credit, insurance and fraud
- p) We may disclose details on our records about you, the progress of your application to us, your 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
  - Any actual or prospective lender, ranking in priority below us.

Please telephone us on 0800 375 720 if you want to have details of the 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.

## Use of information

- 1. You have a right to know how we will use your personal information. It is important that you read our fair processing notice before you apply. This can be found at [www.paragonbank.co.uk/data-protection](http://www.paragonbank.co.uk/data-protection) or a copy can be provided to you on request
- 2. 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 by any regulatory body relevant to our business, (3) as envisaged by this application form or (4) otherwise with your consent
- 3. We may pass details about you and/or the conduct of your account with us to other companies within our group, or selected third parties, who may email, telephone or write to you about their products or services
- 4. We may email, telephone or write to you about products or services of ours, which may be of interest to you
- 5. You have the right to stop us from contacting you or giving your details to others for Marketing activity. Please contact us at any time to make this request. You may also wish to register your telephone number under the Telephone Preference Service
- 6. Paragon accepts no responsibility for any representations made by any employee or agent of Paragon or any other person unless these are incorporated in the offer or are subsequently confirmed by Paragon in writing.

**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 |

**We accept no responsibility for any representations made by any employee or agent of ours or any other person unless these are incorporated in the offer or are subsequently confirmed by us in writing.**

# CONTINUATION SHEET


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


A large rectangular area with a light gray border and a green inner border, containing horizontal dotted lines for writing.

Paragon Bank PLC is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Registered in England number 05390593. Registered office 51 Homer Road, Solihull, West Midlands B91 3QJ. Paragon Bank PLC is registered on the Financial Services Register under the firm reference number 604551.

**PARAGON 51 HOMER ROAD, SOLIHULL, WEST MIDLANDS B91 3QJ**

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