

Mortgages

Guarantor Application Form

Leeds
Building Society

This form is to be returned with the completed mortgage application form together with the following where available:

- salary slips for the last 3 months and your latest P60 (employed guarantors);
- 3 years accounts (self-employed guarantors);
- proof of payment e.g. mortgage statements, rent book, bank statements (for last 24 months);
- proof of residency e.g. gas, electricity, telephone bills (if you are not on the electoral roll for all addresses for the last 3 years).

Please complete using BLOCK CAPITALS and tick boxes where appropriate. If a question is not applicable, indicate this by writing N/A in the appropriate section.

Personal Details

Title and Surname Mr/Mrs/Miss/Ms

First Name(s)

Previous Surname

Your contact numbers

Daytime Telephone Number STD

Evening Telephone Number STD

Mobile Telephone Number

Date of Birth

Length of time Resident in UK years months

If less than 3 years have you been abroad with H.M. Armed Services? Yes No

or Your Employer? Yes No

Nationality

Occupancy Status

Are You Presently? Owner with Mortgage Council Tenant/Company Let

Private Tenant Living with Parents

Other (please state)

Current Address

Postcode

Time at Current Address years months

If this is less than three years please give details of all your previous addresses (use additional information section if required).

Previous Address

Postcode

How long were you resident at this Address? years months

Were you? Owner with Mortgage Council Tenant/Company Let

Private Tenant Living with Parents

Other (please state)

Number of Occupants

Adults (over 17 years old) No. Children No.

Income Details

Gross Annual Salary £

Guaranteed Annual Overtime/Bonus £

Guaranteed Annual Commission £

Regular Annual Commission £

Regular Annual Overtime/Bonus £

If Self-Employed please state

(a) Share of Profit/Projection Current Financial Year £

(b) Share of Profit last Financial Year £

(c) Share of Profit previous Financial Year £

(d) If more than 33% Share Holding of a Limited Company please state dividend income £

Other Annual Income

(Please state e.g. DSS, Investment)

Total Income £

Is your sole form of income a Private or Company Pension? Yes No

Employment Details

Are you? Employed Self-Employed

If other please state

Occupation

Employed Applicants to Complete

Length of time employed in current job years months

If less than six months, length of time in previous job years months

Was your previous role in the same line of work? Yes No

If you are an Employed Director do you have any shares in your Company? Yes No

If yes, what percentage %

Self-Employed Applicants to Complete

Number of years you have been

Self-employed years months

Are you a? Director Partner Sole Trader

If you are a Director do you have any shares in your Company Yes No

If yes, what percentage %

Last financial year end date

Tax Details – all applicants please complete

Name of your Tax Office

Tax Office Reference Number

National Insurance Number

Employer's Name or your Business Name if you are Self-Employed

Employer's Address or your Business Address if you are Self-Employed

 Postcode

Contact Name for Reference

Nature of Business

Your Position

Telephone Number STD

Fax Number STD

Previous Employment

If you have been in current employment for less than six months please complete the section below.

Previous Employer's Name or your Business Name if you were Self-Employed

Nature of Business

Employer's or Business Address

 Postcode

Contact Name for Reference

Your Position

Telephone Number STD

Fax Number STD

Date you left this employment

Self-Employed Applicants – please complete this Section

Name and Address of Accountants (Accountants must be chartered or certified by qualification)

 Postcode

Telephone Number STD

Fax Number STD

Existing Property Details

Name and address of your current Lender/Landlord

 Postcode

Telephone Number STD

Fax Number STD

Mortgage/Rent Account Number

Name of Account Holder

Amount outstanding on mortgage £

If you have lived at your current address for less than 12 months please complete the following:

Name and address of your previous Lender/Landlord

 Postcode

Telephone Number STD

Fax Number STD

Name of Account Holder(s)

Mortgage/Rent Account Number

'Use of Personal Information' Continued

- Details of all addresses you have lived at over the last 6 years – including town, county, postcode and date you moved in
- A cheque or postal order, payable to 'Experian' for the fee, currently £2.00
- The date and your signature to authorise the Credit File request.

Customer Help Services

Experian
PO Box 8000
Nottingham
NG1 5GX

www.experian.com

By proceeding with this application you are agreeing to a search being undertaken in this way.

If false or inaccurate information is provided and fraud is identified, details will be passed to fraud prevention agencies. Law enforcement agencies may access and use this information.

We and other organisation 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 account or facilities
- Recovering debt
- Checking details on proposals and claims for all types of insurance
- Checking details of job applicants and employees

Please contact us on freephone 0500 225777 if you want to receive details of the relevant fraud prevention agencies.

We and other organisations may access and use from other countries the information recorded by fraud prevention agencies.

You have the right on payment of a fee to receive a copy of the information we hold about you if you apply in writing to the Compliance Department, Leeds Building Society, 105 Albion Street, Leeds, LS1 5AS. We may monitor and/or record your telephone conversations with the Society to ensure consistent service levels (including staff training).

Leeds Building Society Group Marketing Programme

We may use and share your customer records including your contact details, details about this application and any of the services we provide to you, with:

- companies within Leeds Building Society Group (including in particular Leeds Financial Services Limited) and;
- companies which form part of its strategic partnerships.

You can ask us for a list of such companies.

This is so that we or they may contact you by mail, telephone, fax or email with Society news, and to inform you about our or their financial services including mortgages, savings and investments, life products, loans and credit cards, general insurance and financial planning services and of competitions or offers which may be of interest to you. By submitting this application you agree to being contacted as described unless you have ticked the box in the consent section.

Guarantors Declaration

1. I confirm that the information given on this application form is true and shall form the basis of any decision you may make to accept the guarantee or to make the loan to the Applicant(s).
2. I confirm I have been advised to and will seek immediate independent legal advice before entering into the Deed of Guarantee.
3. I am aware that by giving the guarantee I may be held liable to the Society instead of or as well as the Applicant(s) to the extent of the guaranteed amount.
4. I understand that the extent of the guarantee will include all costs and interest outstanding on the mortgage at any time as well as the amount guaranteed (except for costs and interest on any further advances).
5. I understand that if the property is sold leaving a balance outstanding on the mortgage, I will be liable for the difference between the sale price of the property and the amount outstanding to the extent of my guarantee.
6. I give permission to the Society to confirm to HMRC information which I have supplied in relation to my current tax reference, national insurance number and employment details together with earnings from the previous tax year.
7. I agree to become bound and abide by the Rules of the Society.
8. I declare that I am aged 18 or over and that the information given by me is true and shall form the basis of the loan agreement between the Society and myself. If any such information is incorrect I will make good any loss the Society may suffer by acting in reliance on that information.
9. If, for the purposes of this mortgage application, I have provided benefit details, I agree that the Society may confirm these, and only these details with the Benefits Agency. This consent applies for the duration of the mortgage application.
10. I agree that the Society may, without notice, transfer or assign, either in whole or in part any loan, mortgage or security for the repayment of any loan or mortgage made in connection with this application to its successors and assigns which include without limitation this legal and equitable assigns whether by way of absolute assignment or by way of security only and those deriving title under it or them.

I can confirm that this application has been completed with correct and full details and hereby apply for the mortgage loan stated.

CONSENT

It is important that you read and understand the section entitled **Use of Personal Information** (including the information regarding **credit reference and fraud prevention agencies**) set out above in this application form. By signing this application, you agree that we can use your Personal Information in this way.

I also consent to receive marketing information as detailed in the "Use of Personal Information" Section unless I tick this box.

Signature(s)

Date

The Society adopts a policy of equal opportunity and no person(s) applying for a mortgage from the Society will be treated less favourably than any other person(s) because of sex, race, colour, ethnic or national origin.

www.leedsbuildingsociety.co.uk

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LB0016A 07/06