

# Mortgages & Protection

## Confidential Client Questionnaire



# Objectives

	<b>Applicant 1</b>	<b>Applicant 2</b>	<b>Joint</b>
Are you intending to:	<input type="checkbox"/> Purchase your first property	<input type="checkbox"/> Purchase your first property	<input type="checkbox"/> Purchase your first property
	<input type="checkbox"/> Move house	<input type="checkbox"/> Move house	<input type="checkbox"/> Move house
	<input type="checkbox"/> Re-mortgage Res/Btl	<input type="checkbox"/> Re-mortgage Res/Btl	<input type="checkbox"/> Re-mortgage Res/Btl
	<input type="checkbox"/> Purchase a second property	<input type="checkbox"/> Purchase a second property	<input type="checkbox"/> Purchase a second property
	<input type="checkbox"/> A further advance	<input type="checkbox"/> A further advance	<input type="checkbox"/> A further advance
	<input type="checkbox"/> Let to Buy	<input type="checkbox"/> Let to Buy	<input type="checkbox"/> Let to Buy
	<input type="checkbox"/> Obtain a Protection Policy	<input type="checkbox"/> Obtain a Protection Policy	<input type="checkbox"/> Obtain a Protection Policy
	<input type="checkbox"/> Equity release	<input type="checkbox"/> Equity release	<input type="checkbox"/> Equity release
	<input type="checkbox"/> Other	<input type="checkbox"/> Other	<input type="checkbox"/> Other

# Current Arrangements

	<b>Applicant 1</b>	<b>Applicant 2</b>	<b>Joint</b>
Are you:	<input type="checkbox"/> Renting	<input type="checkbox"/> Renting	<input type="checkbox"/> Renting
	<input type="checkbox"/> Living with your parents/relatives/friends	<input type="checkbox"/> Living with your parents/relatives/friends	<input type="checkbox"/> Living with your parents/relatives/friends
	<input type="checkbox"/> Home owner with a mortgage	<input type="checkbox"/> Home owner with a mortgage	<input type="checkbox"/> Home owner with a mortgage
	<input type="checkbox"/> Home owner without a mortgage	<input type="checkbox"/> Home owner without a mortgage	<input type="checkbox"/> Home owner without a mortgage
	<input type="checkbox"/> Professional Landlord	<input type="checkbox"/> Professional Landlord	<input type="checkbox"/> Professional Landlord

Please tick more than one box if this is applicable to your current circumstances

Notes:

# Personal Details

## Applicant 1

## Applicant 2

Title	Mr/Mrs/Miss/Ms/Dr/Other	Mr/Mrs/Miss/Ms/Dr/Other
Surname		
Forename(s)		
Date of Birth	<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"/>
Previous Surname		
Date of Change	<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"/>
Address	Address:	Address:
	Postcode:	Postcode:

How long have you lived at this address?

From:	To Date:	From:	To Date:
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If less than three years please supply your address history.


Telephone	Home:	Home:
	Work:	Work:
	Mobile:	Mobile:
Fax		
Email		
Marital Status		
Relationship to Applicant		
Nationality		
Expiry of Visa	<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"/>
UK Resident or Taxpayer?	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
Bank Account	<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="checkbox"/>	<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="checkbox"/>
Sort Code	<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"/> - <input type="text"/> <input type="text"/> <input type="text"/>

# Dependants

Please give details of anyone who is financially dependent on you. Dependents may be children, parents, relatives or others.

Name	Relationship to Self/Partner	Date of Birth

# Employment

## Applicant 1

## Applicant 2

Occupation

<input type="checkbox"/> Employed	<input type="checkbox"/> Self-Employed
<input type="checkbox"/> Other	<input type="checkbox"/> Retired
<input type="checkbox"/> Ltd. Co. Director	<input type="checkbox"/> Houseperson
<input type="checkbox"/> Permanent	<input type="checkbox"/> Temp/Contract
<input type="checkbox"/> Full-time	<input type="checkbox"/> Part-time

<input type="checkbox"/> Employed	<input type="checkbox"/> Self-Employed
<input type="checkbox"/> Other	<input type="checkbox"/> Retired
<input type="checkbox"/> Ltd. Co. Director	<input type="checkbox"/> Houseperson
<input type="checkbox"/> Permanent	<input type="checkbox"/> Temp/Contract
<input type="checkbox"/> Full-time	<input type="checkbox"/> Part-time

Employer



Business Sector/Type of Business



Are you in a probationary period?

 YES  NO

 YES  NO

Address

  
  
  
 Postcode: 
  
  
  
 Postcode: 

Date Service Began



If you have been with your current employer for less than 18 months please supply three years history

  


# Income

## Applicant 1

## Applicant 2

Salary	£	gross p.a.	£	gross p.a.
Overtime	£	gross p.a.	£	gross p.a.
Commission	£	gross p.a.	£	gross p.a.
Bonus	£	gross p.a.	£	gross p.a.
Pension	£	gross p.a.	£	gross p.a.
Rental Income	£	gross p.a.	£	gross p.a.
Other	£	gross p.a.	£	gross p.a.
<i>Please specify, eg benefits/maintenance/investments</i>	<input type="text"/>		<input type="text"/>	
Total	£		£	

# Self Employed

Net Profit Projection	20	£	gross p.a.	£	gross p.a.
Net Profit	20	£	gross p.a.	£	gross p.a.
Net Profit	20	£	gross p.a.	£	gross p.a.
Percentage of Shareholding		£	gross p.a.	£	gross p.a.

# Assets & Liabilities

	Applicant 1	Applicant 2	Joint
Main Residence	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
Other Properties	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
Cash/Savings	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
Shares and Investments	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
PEPs/ISAs	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
Other Assets	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
<i>If other, please specify</i>	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
<b>TOTAL ASSETS</b>	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>

Type: mortgage, loan, etc.	Provider	Balance	Monthly Payment	End Date	To be Repaid	Borrower
<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"/>	<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"/>	<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 1

## Applicant 2

Are you expecting any significant changes to your circumstances/income/expenditure?

 YES

 NO

 YES

 NO

*If 'Yes' please give details*

Applicant 1

Applicant 2

Have you ever had any CCJs, adverse credit, bankruptcy, IVA history, mortgage arrears or defaults?

 YES

 NO

 YES

 NO

*If 'Yes' please give details*

Applicant 1

Applicant 2

# Existing Mortgages

	Mortgage 1	Mortgage 2	Mortgage 3
Property Post Code	<input type="text"/>	<input type="text"/>	<input type="text"/>
Borrower	<input type="text"/>	<input type="text"/>	<input type="text"/>
Lender	<input type="text"/>	<input type="text"/>	<input type="text"/>
Account number	<input type="text"/>	<input type="text"/>	<input type="text"/>
Mortgage Amount	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
Mortgage Type (Repayment, interest only)	<input type="text"/>	<input type="text"/>	<input type="text"/>
If 'Interest Only' repayment method (Endowment, Pension, ISA...)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Start 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"/> / <input type="text"/>
Original Term	<input type="text"/> Years	<input type="text"/> Years	<input type="text"/> Years
Monthly Payment	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
Current Interest Rate	<input type="text"/> %	<input type="text"/> %	<input type="text"/> %
Interest Type	<input type="checkbox"/> Fixed <input type="checkbox"/> Tracker <input type="checkbox"/> Discount <input type="checkbox"/> Variable	<input type="checkbox"/> Fixed <input type="checkbox"/> Tracker <input type="checkbox"/> Discount <input type="checkbox"/> Variable	<input type="checkbox"/> Fixed <input type="checkbox"/> Tracker <input type="checkbox"/> Discount <input type="checkbox"/> Variable
Product End 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"/> / <input type="text"/>
Redemption Penalties	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
Redemption End 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"/> / <input type="text"/>
Are you happy to repay this penalty	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
If 'Yes', why?	<input type="text"/>	<input type="text"/>	<input type="text"/>
What are you doing with your existing property?	<input type="checkbox"/> Keeping <input type="checkbox"/> Selling <input type="checkbox"/> Renting <input type="checkbox"/> Empty	<input type="checkbox"/> Keeping <input type="checkbox"/> Selling <input type="checkbox"/> Renting <input type="checkbox"/> Empty	<input type="checkbox"/> Keeping <input type="checkbox"/> Selling <input type="checkbox"/> Renting <input type="checkbox"/> Empty
Other, please specify	<input type="text"/>	<input type="text"/>	<input type="text"/>

## Attitude to Risk

Please read the following statements carefully and tick the box which best reflects your attitude to risk.

### Cautious

Ensuring that the mortgage capital and interest is guaranteed to be repaid at the end of the term is important to the client. They are not prepared to take risks with their mortgage. Repayment Mortgage.



### Balanced

Client understands that a percentage of the mortgage is guaranteed to be repaid at the end of the term (capital repayment percentage). However, part of the mortgage is interest only and the capital aspect of this percentage will need to be repaid at the end of the term. Client understands that an investment backed repayment vehicle is required to repay the capital and that this may fluctuate to some extent. The client is prepared to take some risk for potential for return on investment. Part capital and repayment and part interest only.



### Adventurous

The client understands that only the interest is being repaid on their mortgage, and that the capital will need to be repaid at the end of the term. Client understands that an investment backed repayment vehicle is required to repay the capital and that this may fluctuate to some extent. The client is prepared to take some risk for potential for return on investment. Interest only.



Applicant 1

Applicant 2

# Mortgages

	Property 1	Property 2	Property 3
Purchase Price/Valuation	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
Deposit Available	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
Other Costs (ie stamp duty & fees)	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
Source of Deposits & Costs	<input type="text"/>	<input type="text"/>	<input type="text"/>
How much do you wish to borrow	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
Term Required	<input type="text"/> Years	<input type="text"/> Years	<input type="text"/> Years
Mortgage Repayment Type (Repayment, interest only)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Property Usage	<input type="text"/>	<input type="text"/>	<input type="text"/>
Anticipated Rent (if applicable)	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
Freehold or Leasehold	<input type="text"/>	<input type="text"/>	<input type="text"/>

If a re-mortgage or further advance, what is the purpose of additional funds?

Does the property to be financed have anything unusual about it i.e. is the property less than 45 sq m/situated in a high-rise building/thatched roof/short lease?

## Re-mortgages

If it is for debt consolidation has the following been discussed?

Tick if discussed

1. Will the increased mortgage cost be affordable?
2. Is it appropriate to secure a previously unsecured debt?
3. Are there any previous payment issues? - if yes, is it more appropriate to negotiate terms with our current provider?

  
  


## Mortgage Attitudes

Would you prefer:

Applicant 1

Applicant 2

A discount on mortgage payments that may be beneficial in the early years?

 Yes  No

 Yes  No

A rate that tracks the Bank of England base rate?

 Yes  No

 Yes  No

To be certain of your monthly mortgage repayment?

 Yes  No

 Yes  No

How long would you prefer a special rate for?

 Years

 Years

Are you prepared to accept penalties within this product period?

 Yes  No

 Yes  No

Are you prepared to accept penalties after the product period?

 Yes  No

 Yes  No

Do you want the flexibility to make overpayments within the period?

 Yes  No

 Yes  No

# Analysis of Income & Expenditure

## Income

	Applicant 1	Applicant 2	Joint
Net Monthly Income	£ <input type="text"/> pm	£ <input type="text"/> pm	£ <input type="text"/> pm
Investment/Pension Income	£ <input type="text"/> pm	£ <input type="text"/> pm	£ <input type="text"/> pm
Rental Income	£ <input type="text"/> pm	£ <input type="text"/> pm	£ <input type="text"/> pm
Other income	£ <input type="text"/> pm	£ <input type="text"/> pm	£ <input type="text"/> pm
<i>If other, please specify</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>TOTAL</b>	£ <input type="text"/> pm	£ <input type="text"/> pm	£ <input type="text"/> pm

## Budget Planner

Utilities (Gas, Elec, Water, etc)	£ <input type="text"/> pm	£ <input type="text"/> pm	£ <input type="text"/> pm
Mortgage*/Rent	£ <input type="text"/> pm	£ <input type="text"/> pm	£ <input type="text"/> pm
Buildings & Contents Insurance	£ <input type="text"/> pm	£ <input type="text"/> pm	£ <input type="text"/> pm
Life Assurance/Pension	£ <input type="text"/> pm	£ <input type="text"/> pm	£ <input type="text"/> pm
Food	£ <input type="text"/> pm	£ <input type="text"/> pm	£ <input type="text"/> pm
Loans/HP/Credit Cards/Store Cards	£ <input type="text"/> pm	£ <input type="text"/> pm	£ <input type="text"/> pm
Travel (Petrol, tax, insurance)	£ <input type="text"/> pm	£ <input type="text"/> pm	£ <input type="text"/> pm
Regular Savings	£ <input type="text"/> pm	£ <input type="text"/> pm	£ <input type="text"/> pm
Socialising	£ <input type="text"/> pm	£ <input type="text"/> pm	£ <input type="text"/> pm
Other (ground rent, service charge, childcare, school fees, etc)	£ <input type="text"/> pm	£ <input type="text"/> pm	£ <input type="text"/> pm
<b>TOTAL</b>	£ <input type="text"/> pm	£ <input type="text"/> pm	£ <input type="text"/> pm
<b>TOTAL SURPLUS</b>	£ <input type="text"/> pm	£ <input type="text"/> pm	£ <input type="text"/> pm

*\*All Mortgages to be included in this section*

How much can you afford to pay for your mortgage and associated costs? Please note you must take into consideration potential mortgage interest rate increases.

Monthly Budget      £       £       £

Notes:

# Chartwell Funding Insurance Services

## Health

	<b>Applicant 1</b>	<b>Applicant 2</b>
Smoker	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
If so, how many per day	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Do you drink alcohol?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
If so, how many units per week?	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Your height	<input type="checkbox"/> Feet <input type="checkbox"/> Inches	<input type="checkbox"/> Feet <input type="checkbox"/> Inches
Your weight	<input type="checkbox"/> Stones <input type="checkbox"/> Pounds	<input type="checkbox"/> Stones <input type="checkbox"/> Pounds
<b>Healthcare</b>		
Do you have private medical insurance	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

## Existing Policies

Type: LTA/DTA/ ENDOW/ISA/ETC	Company	Start Date	Term	Sum Assured	Premium	Lives Assured
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

### Notes

Any policy in trust please advise details:

# Employer Benefits

	Applicant 1	Applicant 2
What would your employer pay if you were off work due to sickness/illness?	<input type="text"/>	<input type="text"/>
How long for?	<input type="text"/>	<input type="text"/>
What would your employer pay in the event of your death?	<input type="text"/>	<input type="text"/>
What would your employer pay if you were diagnosed with a critical illness?	<input type="text"/>	<input type="text"/>

# Protection Objectives

How do you intend to repay your mortgage should you:

1. Die

2. Be diagnosed with a critical illness

3. Be off work through long or short-term sickness

4. Be made redundant

Are there any existing policies that you wish to use in connection with the new mortgage? *If yes, please specify*

	Applicant 1	Applicant 2
Your intended retirement age	<input type="text"/>	<input type="text"/>
Do you have a personal pension plan?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you a member of your employer's pension scheme?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you have a will?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Referral for IFA for advice?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No



## Claims/Loss History

### Applicant 1

### Applicant 2

How long have you held household insurance?



Have you made a claim in the last 5 years?

 Yes  No

 Yes  No

*If yes, please give details*


Do you want to protect your no claims discount?

 Yes  No

 Yes  No

Do you want Legal Expenses & Home Emergency cover?

 Yes  No

 Yes  No

Do you want personal possessions away from home?

 Yes  No

 Yes  No

Have you ever had any criminal convictions, cautions or a prosecution pending?

 Yes  No

 Yes  No

*If yes, please give details*


## Sums Insured/Specific Requirements

### Insured Address 1

### Valuables

### Specified Item (list)

Main building £	
-----------------	--

Jewellery	£
-----------	---

	£
--	---

Outbuilding £	
---------------	--

Jewellery (in safe)	£
---------------------	---

	£
--	---

Contents £	
------------	--

Personal Possessions	£
----------------------	---

	£
--	---

To increase the standard excess to obtain premium discount, tick one of the following options:

 £50   
 £100   
 £150   
 £250   
 £500   
 £1000

### Insured Address 2

### Valuables

### Specified Item (list)

Main building £	
-----------------	--

Jewellery	£
-----------	---

	£
--	---

Outbuilding £	
---------------	--

Jewellery (in safe)	£
---------------------	---

	£
--	---

Contents £	
------------	--

Personal Possessions	£
----------------------	---

	£
--	---

To increase the standard excess to obtain premium discount, tick one of the following options:

 £50   
 £100   
 £150   
 £250   
 £500   
 £1000

## Important Note - Please Read

Chartwell Funding Limited are able to advise you on a wide range of mortgage related matters. To ensure that any recommendations we make are appropriate to you, it is important that our adviser collates information relating to your personal and financial circumstances.

The personal information you provide will be recorded within this document and will form the basis of our recommendation. All information will be treated in the strictest confidence and will be covered by the provisions of the Data Protection Act 1998.

You may be assured that we and any company associated with us will treat all personal data as confidential and will not process it other than for a legitimate purpose. Steps will be taken to ensure that the information is accurate, kept up to date and not kept for longer than is necessary. Measures will also be taken to safeguard against unauthorised or unlawful processing and accidental loss or destruction or damage to the data.

Failure to provide any information required may adversely affect the quality of the services being provided.

Chartwell Funding Limited would like to contact you in the future to ensure you are continuing to benefit from our services. In addition to contacting you at pre-agreed review dates we would also like to keep you informed about some of the other beneficial products, deals and services that are continually coming onto the market.  
**Please tick this box if you do want to be contacted by Chartwell Funding in the future.**

Clients of Chartwell Funding Limited can also benefit from additional services provided by our company. Our different teams can provide expert services on private medical insurance, protection and general insurances such as buildings and contents provision. This information and our advice on a whole range of financial scenarios is available to you, your business and also your staff.

Initial Contact Date	<input type="text" value="/ /"/>	Postal case	<input type="checkbox"/> Yes <input type="checkbox"/> No
Date IDD issued	<input type="text" value="/ /"/>	Date documents sent to Client	<input type="text" value="/ /"/>
Fact Find Completion Date	<input type="text" value="/ /"/>	Date documents received from client	<input type="text" value="/ /"/>
Date fact find signed	<input type="text" value="/ /"/>	Consultant Name	<input type="text"/>
KFI issue date	<input type="text" value="/ /"/>		
Date application signed	<input type="text" value="/ /"/>		

# Fee Agreement

As independent Mortgage Brokers we may receive payment in one of two ways.

The first fee is only payable by you of 1.5% on completion. Any commission we receive from the lender will be forwarded onto you once we are in receipt of the monies.

The second way is a lower pre-agreed fee which means there will be no refund of any commissions received from the lender.

Should the arrangements that we make for you change from those agreed it may be necessary for a new fee agreement to be signed, in which case you will be advised in writing of such a requirement.

Please complete or delete fields marked \* as appropriate:

In the event that Chartwell Funding Limited obtains for me/us a mortgage offer, I/we agree to pay Chartwell Funding Limited \*£ /  % of the mortgage amount on \*research/offer/legal completion of the mortgage.

The fee agreement also acts as \*my/our written authority for Chartwell Funding Limited to charge to \*my/our \*credit/debit card, the details of which are listed below, the above fee on completion of the mortgage.

Signature

Dated  /  /

## Credit or Debit Card details

Name of cardholder

Card number

Type of Card

Issue Date  /

Expiry Date

Issue number if switch

Security Number (on back of card)

Client

Signature

Dated  /  /

# Valuation Instruction Authority

I authorise Chartwell Funding Limited to arrange either a:

Mortgage Valuation

Homebuyers

Full Structural

on the property below on my behalf

Client Name

Property Address to be Inspected   
Address:   
  
Postcode:

Purchase/Estimated Valuation Amount  £

Type of Property

Tenure

Number of Bedrooms

Mortgage amount  £

If by-to-let, what is the anticipated rental?  £

Mortgage Type

Lender

Access Details

Telephone Number

Please charge this to the following credit/debit card:

Card number

Type of Card

Amount  £

Issue Date  /

Expiry Date

Issue number if switch

Security Number (on back of card)

Name & Address of Cardholder   
  
  
Postcode:

Date  /  /

# Declaration

**Declaration - Please read through this form carefully before signing**

**I/We confirm we have received and understood:**

**Tick to confirm receipt**

**Date Received**

Terms of Business Letter

Initial Disclosure Document

Business Card

**Do not sign this declaration unless you are entirely satisfied. If you have any questions or are not satisfied with any aspect, ask your consultant for assistance before signing this, or any other mortgage form(s).**

I/We agree that the content of this document is a true record of my/our discussions with the Consultant and that this information is true to the best of my/our knowledge. I/We accept that this document relates to mortgage and protection advice only.

I/We have read and understood the Chartwell Funding Limited fee agreement.

I/We confirm that the personal and confidential information provided by me/us can be disclosed by the Consultant for the purposes of obtaining a mortgage and protection on my/our behalf and that I/We have read this completed document before signing below.

I/We hereby authorise Chartwell Funding to request any and all references they deem to be necessary in connection with the mortgage application and I/We hereby authorise such persons to provide this information to Chartwell Funding Limited.

I/We authorise Chartwell Funding Limited to forward any appropriate information to a firm of independent financial advisors.

I/We understand that this information has been provided on the understanding that it will be used in strict confidence.

I/We confirm that I/We have read the above and believe it to be an accurate reflection of the information I/We have provided.

By signing this declaration you are giving Chartwell Funding Limited permission to carry out credit checks necessary to obtain your mortgage finance and protection.

Client 1

Client 2

Signature

Signature

Dated

Dated

**I confirm that the information gathered on the fact find is an accurate record of the clients current circumstances and is adequate for me to form my recommendation(s).**

Consultant

Signature

Dated

# For Office Use Only

## Verification of Identity and Address

### Additional proof of identity

#### Applicant 1

#### Applicant 2

Passport number

Passport Expiry Date

Driving License Number

Other proof of identity

 Yes  No Yes  No

Reference number

### Additional Proof of Address

\*Bank/Credit card statement

\*Utility Bill

Council Tax Bill (current year)

\*Mortgage Statement

Other proof of address

*\*Documents must have been issued within 3 months of current date*

## Consultation Solution

Mortgage Product and Term Recommended

Reasons for Recommendation

## Solicitor

Company Name	
Company Address	
Postcode:	
Solicitor Name:	Telephone Number:

## Accountant

Company Name	
Company Address	
Postcode:	
Accountant Name & Qualifications:	Telephone Number:

## Landlord

Company Name	
Company Address	
Postcode:	
Telephone Number:	

## Estate Agent

Company Name	
Company Address	
Postcode:	
Telephone Number:	

## Doctor

Doctor Name	
Surgery Name & Address	
Postcode:	
Telephone Number:	



**Chartwell Funding Limited**

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*Chartwell Funding Limited is authorised and regulated by the Financial Services Authority.*

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