

# COMBINED MORTGAGE AND PROTECTION FACT FIND

The Financial Services and Markets Act 2000

Independent Financial Advisers are required to have proper regard for a client's best interests in any advice given. They must therefore do their utmost to ensure that they are aware of your personal and financial circumstances so that their advice is the most suitable for your needs. The questions here have been specifically designed to help your adviser provide advice that meets your needs. If, for any reason, you decline to answer any or all of the questions or if you fail to provide true and accurate information to the best of your knowledge, the advice given subsequently may not be best advice, as it can only be based on the information provided.

Client (s)	.
Address	
Postcode	
Email	
Tel No (s)	
Date of fact	

*To ensure that suitable advice is provided and recommendations are based on your current financial circumstances it is important that questions are answered as fully and accurately as possible.*

CLIENT DETAILS

	CLIENT 1	CLIENT 2
Full Name: - SURNAME FORENAMES	.	
Previous Surname (if applicable)		
Date of Birth / Smoker		
Relationship to other applicant	- Spouse - Engaged - Partner - Other	- Spouse - Engaged - Partner - Other
Dependants	Yes / No Ages:	Yes / No Ages:
Current Residential Status	Owner / Tenant / LWP / Other	Owner / Tenant / LWP / Other
If renting how much do you pay?	£ per week/month	£ per week/month
Are you on the electoral role at your current address	Yes / No	Yes / No
Length of time at current address	Yrs Mths	Yrs Mths
Previous address if less than 3 years (Detail other addresses on separate page if necessary)		
Postcode		
Are there any foreseeable changes to your circumstances? If yes, what are they? (E.g. - new baby, redundancy, promotion)	Yes / No	Yes / No

Credit History		
Have you ever had a mortgage or loan application refused?		
Have you ever had a judgement for debt or loan default registered against you?		
Have you ever been declared bankrupt or made arrangements with your creditors?		
Have you ever failed to keep up repayments under any previous or current mortgage, rental or loan agreement?		
Notes:		

#### OCCUPATION

	Current	Previous
Current employer		
Occupation / Job title		
Employment status		
On what basis?	Permanent / Temporary / Contract	Permanent / Temporary / Contract
If contract specify term of contract		
Time in current employment	Yrs                      Mths	Yrs                      Mths
Details of probationary period, if any:		
If employed less than one year - detail your previous occupation, employer and dates of employment		
What age do you intend to retire?	0	0

INCOME

	Client 1	Client 2
	Gross	Net
	£0.00	£0.00
	£0.00	£0.00
Number of years accounts available?	1)	1)
- Net profit last year	2)	2)
- Previous year	3)	3)
- Year before that		

EXPENDITURE

	Client 1	Client 2
Credit Cards		
Loans/Hire purchase		
Rental agreements or Other debts		
Are any of the above amounts outstanding to be added to the mortgage advice? If yes - please provide details		
Are you making any child maintenance payments?		
If yes is this court mandated, informal or by attachment of earnings?		
Other Expenditure Food, Social, Savings, Utility Bills etc Total estimated:		
Total expenditure per month		
Amount of disposable income		

If you are not willing to discuss your expenditure in detail, please provide the following :

How much of your monthly income do you feel could be set aside to achieve your objectives?		
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ASSETS

Type	Amount	Owner
Category of applicant	<ul style="list-style-type: none"> <li>- First Time Buyer</li> <li>- Mover</li> <li>- Re-mortgaging</li> <li>- Right to Buy</li> <li>- Shared ownership scheme</li> <li>- Borrowing an additional amount</li> </ul>	<ul style="list-style-type: none"> <li>- First Time Buyer</li> <li>- Mover</li> <li>- Re-mortgaging</li> <li>- Right to Buy</li> <li>- Shared ownership scheme</li> <li>- Borrowing an additional amount</li> </ul>

CURRENT MORTGAGE

Client 1/2	
Amount	
Repayment Date	
Type	
Lender	
Monthly Payment	
Interest Rate	
Interest Rate Type	
Review Date	
Repay Method	
Are the current mortgage terms portable	Yes / No
What, if any, penalties are attached to the mortgage for transferring or repaying?	
Are you prepared to pay these if you transfer/repay your current mortgage	
Repaid on death	Yes / No
Repaid on Critical Illness	Yes / No
Covered on Sickness, Accident or Redundancy	Yes / No
If selling - what is the valuation	

NEW MORTGAGE

Reason for mortgage?	
Address of property to be mortgaged	
Is this your primary residence? If no, give details	
Price of property being purchased?	
How much do you wish to borrow?	
Over what term?	
Do you wish to add any other outstanding debts to the amount? Give details.	
Amount of deposit?	
Source of funds available? (Own bank/bsoc, parents, friends, builder)	
Funds available to complete this transaction (deposit, fees etc)?	
Is the builder / vendor paying any of these?	
Is the property of a non-standard construction? (thatched roof, barn conversion, etc)	
Property Tenure - If leasehold how long is left on the lease  Property Type	- Freehold or Leasehold .....  - House/ - Bungalow - Flat/apartment - Other
Are any home improvements planned?	
If Shared Ownership: a) Percentage to be purchased b) Details of share ownership scheme	
If borrowing additional amount please give reason and brief details here	

## KEY INFORMATION ABOUT THE TYPE OF MORTGAGE

In order to give you a high standard of service, we need to understand your requirements, attitudes and objectives to help us to provide you with a mortgage fitting your needs and relevant to your circumstances. State a reason where you answer 'Yes'.

1.	Might your income or expenditure change significantly within the foreseeable future?	
	Income	No / Yes
	Approximate timescale / Amount / Reason	
	Expenditure	No / Yes
	Approximate timescale / Amount / Reason	
2.	Do you have any plans to pay off some or the entire mortgage in the foreseeable future?	
	No / Yes	Approximate Amount £
	Approximate timescale / Amount / Reason	
3.	Are you likely to move home within the mortgage term (other than this transaction)?	
	No / Yes	Larger / Smaller
	Approximate timescale / Amount / Reason	
4.	Please indicate the features most important to you.	
	An upper limit on your mortgage costs for a specific period	No / Yes
	Reason	
	To fix your mortgage costs for a certain period	No / Yes
	Reason	
	Access to an initial cash sum (known as a Cashback)	No / Yes
	Reason	
	A discount on your mortgage repayments in the early years	No / Yes
	Reason	
	No early settlement interest on full or part repayment	No / Yes

	Reason	
	No tie-in after a fixed, discounted or capped interest period	No / Yes
	Reason	
	No high percentage lending fee	No / Yes
	Reason	
	Speed of mortgage completion	No / Yes
	Reason	
	Ability to add fees to the loan	No / Yes
	Reason	
	Ability to vary the repayment amount or take repayment holidays	No / Yes
	Reason	
5.	Please indicate whether:-	
	You are concerned about the possibility of future interest rate movements	No / Yes
	Reason	
	You want the certainty of your mortgage being repaid at the end of the term	No / Yes
	You are comfortable if all or part of your mortgage is repaid from the proceeds of an investment product, i.e. an endowment, ISA or Pension?	No / Yes / All /
6.	What is your attitude to risk of repaying your mortgage?	Cautious /
7.	Changes in personal circumstances, such as loss of income, can lead to you being unable to repay all or part of your mortgage commitments.	
	Do you require payment protection insurance?	No / Yes
	If "Yes" :-	
	How much repayment cover do you require?	Full / Part
	Do you want the benefit payment to be in excess of the mortgage repayment?	No / Yes
	Is the cover to be for joint applicants or a single applicant?	Joint / Single
	Do you require a quotation for buildings and contents insurance?	No / Yes



ATTITUDE TO MORTGAGE

<p>1. You prefer to accumulate savings to repay your mortgage when it is due. You understand there is a risk that your savings may not be sufficient to do so.</p>	<input type="checkbox"/>
<p>2. You prefer to have the certainty that your mortgage loan is repaid at the end of the term. This means contracting a repayment mortgage that is designed to use each monthly payment to pay interest and pay back part of the capital outstanding. If you keep up your payments your entire loan will be repaid in full at the end of the mortgage term.</p>	<input type="checkbox"/>
<p>3. You are not concerned with repaying the mortgage as you intend to sell the property before the end of the mortgage term and will clear the outstanding mortgage from the sale proceeds.</p>	<input type="checkbox"/>

MORTGAGE CONTROL SHEET

The following points have been covered with the client(s) :

^	The different types of products and interest rate arrangements which might meet the client's needs (including what the client future repayments might be after any fixed or discounted period).	<input type="checkbox"/>
D	The main repayment methods	<input type="checkbox"/>
o	Regarding interest only mortgages:	
o:	The consequences of failing to make suitable arrangements to repay the mortgage	<input type="checkbox"/>
o::	That it is the clients' responsibility to ensure a repayment product is maintained, or they have the ability to repay the loan, for the duration of the mortgage	<input type="checkbox"/>
D	The consequences of early repayment of the mortgage, e.g. redemption penalties	<input type="checkbox"/>
F	Related insurance requirements, e.g. buildings, contents.	<input type="checkbox"/>
F	Responsibility to ensure that all the necessary forms of insurance relating to the property and the mortgage are in place.	<input type="checkbox"/>
o	Any insurances conditional on the mortgage	<input type="checkbox"/>
..	Itemisation of all costs, fees, etc, associated with the mortgage	<input type="checkbox"/>
.	Portability	<input type="checkbox"/>
.	Credit reference agencies	<input type="checkbox"/>
✓	Any tax implications of the mortgage	<input type="checkbox"/>
.	The likely cost and role of any high percentage-lending fee	<input type="checkbox"/>
..	The possible consequences for the clients' mortgage should their personal circumstances change, e.g. accident, sickness, redundancy, and the options open to them e.g. Mortgage Payment Protection Insurance.	<input type="checkbox"/>
..	Redemption of existing mortgage: The associated costs and other possible consequences	<input type="checkbox"/>
o	Joint applications Concept of joint and several liabilities	<input type="checkbox"/>
D	The implications of adding fees and costs to the loan and/or debt consolidation	<input type="checkbox"/>

Recommendation

Lender Selected			
Product			
Reason for the recommendation			
Date Selected			
Research Conducted	PC based system	<input type="checkbox"/>	
(Retained on file)	Paper based system	<input type="checkbox"/>	Lender contacts <input type="checkbox"/>



Existing Arrangements - What other lump sums could your clients get?

Your clients may have existing insurance policies, particularly covering their mortgage. Their employers may provide them with a death-in-service or other benefits. They may want to use up existing investments to reduce the amount of protection they need.

	Client 1	Client 2	Total
Mortgage Policies	£	£	£
Other Insurance	£	£	£
Employer Benefits	£	£	£

Available Investments

	Client 1	Client 2	Total
/ /			
/			
/ /			

Total (C)

Total Cash Available Required	Client 1	Client 2	Total
For lump sum and income generation (A) (B) (C)	£	£	£

NOTES:

**CRITICAL ILLNESS**

If your client(s) were to suffer a critical illness, they may be unable to work and yet still be faced with ongoing commitments such as a mortgage or loans. Their lifestyles may change and they may need to pay off debts, have alterations made to the house, or even move to another property. What might some of these issues cost?

**Current Monthly Expenditure Analysis**

	CLIENT 1	CLIENT 2	JOINT
<b>REASON FOR LUMP SUM</b>			
Pay off Mortgage	£	£	£
Years Income	£	£	£
Pay off loans/Credit Cards etc	£	£	£
Other Client Needs E.g. Childs education / Further education	£	£	£
<b>TOTAL</b>	£	£	£
<b>LESS EXISTING COVER</b>	£	£	£
<b>SHORTFALL</b>	£	£	£

**INCOME PROTECTION**

	CLIENT 1	CLIENT 2
If you were unable to work due to sickness or accident, how much income would you require to maintain your standard of living?	£	£
If you were unable to work for any length of time, what source of income would you have?	£	£
Personal IPP	<input type="checkbox"/>	<input type="checkbox"/>
ASU	<input type="checkbox"/>	<input type="checkbox"/>
Cash	<input type="checkbox"/>	<input type="checkbox"/>
Co Sick Pay	<input type="checkbox"/>	<input type="checkbox"/>
State Benefits	<input type="checkbox"/>	<input type="checkbox"/>

**Details of existing Private Arrangements**

Type Life Assured	Provider	Date Started	Term/Age	Deferment Period	Premium	Benefit

Period (weeks)		0 - 13	14-26	26-39	40-52	52+		0 - 13	14-26	26-39	40-52	52+
Private	£											
Employer	£											
State Benefit	£											
Total	£											
Shortfall A B C	£											

NOTES

FAMILY INCOME BENEFIT

	CLIENT 1	CLIENT 2
Current Salary / Income (net) Monthly Net Relevant Earnings Self Employed		
Monthly Income Required to Protect Family in the Event of Death (see current expenditure analysis below)		
Period of Cover or to age		

Current Monthly Expenditure Analysis

	CLIENT 1	CLIENT 2	JOINT
TOTAL	6000	6000	6000

PRIVATE MEDICAL INSURANCE

	CLIENT 1	CLIENT 2
Do you have any private medical insurance (PMI)?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
If so, what is the name of the insurer		
Did you pay for this yourself or is it paid for by your employer?	Self <input type="checkbox"/> Employer <input type="checkbox"/>	Self <input type="checkbox"/> Employer <input type="checkbox"/>
Details of existing cover		
Protection whilst abroad?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
If frequent foreign travel are there any NHS reciprocal arrangements?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you have any form of hospital income benefit? Amount	Yes <input type="checkbox"/> No <input type="checkbox"/> £	Yes <input type="checkbox"/> No <input type="checkbox"/> £
Any restrictions or exclusions	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Details:		
What is the scale or band of hospital that you pay for?		
Does this scale/band include outpatient treatment?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Cost of current cover	£	£

BUILDINGS AND CONTENTS

Do you have Contents Insurance	Yes / No
If so, what is the name of the insurer	
What is the Sum Assured on your existing cover	
Is this sufficient to cover the current value of your contents	Yes / No
Is the cover new for old or is this cover required	Yes / No
Is Accidental damage included/required	Yes / No
Any restrictions or exclusions	Details
What is your current level of premium	
Do you have Buildings Insurance	Yes / No
What is the current rebuilding costs of your home	
Is Accidental damage included/required	Yes / No
Any restrictions or exclusions	Details
What is your current level of premium	



Collection of Data

You agree we may hold and process personal information for the purposes of providing financial services including mortgage advice and connected insurance, including sensitive information about racial or ethnic group, physical or mental health, sexual life, criminal proceedings and offences. We gather information from a variety of sources including other financial institutions, employers, professional advisers and licenses credit reference agencies.

Use of Data

As an Authorised Firm we may provide information to our regulators and their successor. We may also provide information to our auditors.

We may from time to time contact you by post, fax or e-mail with details of products and services which may be of interest to you. If you would prefer not to receive this information, please indicate your preference by ticking the box here.

We shall disclose information to relevant authorities where we are required to do so by law.

Money Laundering & Financial Crime: we are legally obliged to verify the identity of our customers and retain these records. We will report suspicious transactions to the National Criminal Intelligence Unit.

We will retain records for a minimum period of 3 years.

Access

You have the right to access information we hold about you. You can request a copy of these records by contacting us. We are entitled to charge a fee for this service of up to £10. If any of the information we hold is incomplete or inaccurate please tell us and we will correct it.

Declaration

I / we confirm that I / we have read the information contained herein and confirm that this information is correct.

I / we give my / our consent that this information may be used for the purpose of arranging a mortgage on my / our behalf.

Signature	Date	Signature	Date

If you would like us to keep in touch after we have arranged your mortgage and protection we shall need your permission. Please certify your authority for us to contact you with details of mortgages and offers which we believe are likely to be of interest to you by signing the declaration below:-

Signature	Date	Signature	Date