

Intermediaries Data Capture Form

For use by mortgage intermediaries only.

Details:	
Number of applicants	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4
Type of borrower	<input type="checkbox"/> First time buyer <input type="checkbox"/> Principality customer remortgage <input type="checkbox"/> New customer moving house <input type="checkbox"/> Buy to Let purchase <input type="checkbox"/> Principality customer moving house <input type="checkbox"/> Buy to Let remortgage <input type="checkbox"/> New customer remortgage <input type="checkbox"/> Other
Method of sale	<input type="checkbox"/> Face-to-face <input type="checkbox"/> Telephone <input type="checkbox"/> Internet <input type="checkbox"/> Post
Composition of mortgaged property	Number of adults in property (excluding retired and non dependents) <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5
	Number of retired adults <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5
	Number of children <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5
	Number of dependent adults <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5
Region of mortgaged property	<input type="checkbox"/> North East <input type="checkbox"/> North West <input type="checkbox"/> Yorks <input type="checkbox"/> East Midlands <input type="checkbox"/> West Midlands <input type="checkbox"/> East <input type="checkbox"/> London <input type="checkbox"/> South East <input type="checkbox"/> South West <input type="checkbox"/> Wales
Basic essential expenditure	Food and drink £
	Council tax, utilities and household insurances £
	Transport £
	Communications e.g. phone, wifi, etc. £
	Health £
	Total £
Quality of living costs	Clothing and footwear £
	Household goods and services £
	Recreation £
	Education or childcare £
	Misc Expenditure £
	Total £

Personal details:	Applicant 1	Applicant 2
Title	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other (please specify)	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other (please specify)
First name		
Middle name(s)		
Surname		
Previous surname		
Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Male <input type="checkbox"/> Female
Date of birth (DD/MM/YYYY)		
Marital status	<input type="checkbox"/> Single <input type="checkbox"/> Married/Civil Partnership <input type="checkbox"/> Divorced <input type="checkbox"/> Separated <input type="checkbox"/> Widowed <input type="checkbox"/> Co-habiting <input type="checkbox"/> Unknown	<input type="checkbox"/> Single <input type="checkbox"/> Married/Civil Partnership <input type="checkbox"/> Divorced <input type="checkbox"/> Separated <input type="checkbox"/> Widowed <input type="checkbox"/> Co-habiting <input type="checkbox"/> Unknown
At what age do you intend to retire? Or if you're retired already, what age did you retire?		
Mobile number		
Home number		
Work number		
Email		
Employment status	<input type="checkbox"/> Employed (Permanent – Full Time) <input type="checkbox"/> Employed (Permanent – Part Time) <input type="checkbox"/> Employed (Fixed Term – Full Time) <input type="checkbox"/> Employed (Fixed Term – Part Time) <input type="checkbox"/> Employed (Temporary – Full Time) <input type="checkbox"/> Employed (Temporary – Part Time) <input type="checkbox"/> Self-Employed <input type="checkbox"/> Not Employed <input type="checkbox"/> Retired <input type="checkbox"/> Full-Time Education <input type="checkbox"/> Homemaker <input type="checkbox"/> Other (Please specify)	<input type="checkbox"/> Employed (Permanent – Full Time) <input type="checkbox"/> Employed (Permanent – Part Time) <input type="checkbox"/> Employed (Fixed Term – Full Time) <input type="checkbox"/> Employed (Fixed Term – Part Time) <input type="checkbox"/> Employed (Temporary – Full Time) <input type="checkbox"/> Employed (Temporary – Part Time) <input type="checkbox"/> Self-Employed <input type="checkbox"/> Not Employed <input type="checkbox"/> Retired <input type="checkbox"/> Full-Time Education <input type="checkbox"/> Homemaker <input type="checkbox"/> Other (Please specify)
National Insurance number		
Nationality		
Is applicant an existing Principality customer?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

Future marketing to you

From time to time Principality may provide you with information regarding existing or new similar products and services offered by them (including but not limited to mortgage lending, savings, general insurance and financial services) their associated companies or their insurance and financial services partners.

If you would like to receive this information, you can choose how by ticking the boxes below:

Applicant 1 Email Mail Telephone SMS Applicant 2 Email Mail Telephone SMS

Applicant 3 Email Mail Telephone SMS Applicant 4 Email Mail Telephone SMS

Member Rewards

When appropriate, Principality would also like to contact you with information and special offers about how to sign up for their exclusive loyalty programme, Member Rewards. This may include information on third party promotions and discounts.

You will only receive information about Member Rewards if you have ticked one or more of the contact methods above.

If you're also happy for Principality to contact you about Member Rewards, please tick below.

Applicant 1 Applicant 2

Applicant 3 Applicant 4

You can opt out of receiving direct marketing by calling us on 0330 333 4435 or using the 'unsubscribe' link in our emails.

Address and residential status:	Applicant 1	Applicant 2
House name		
House number		
Flat number		
Street name		
District		
Town		
Postcode		
County		
Current residential status	<input type="checkbox"/> Owner outright <input type="checkbox"/> Mortgaged <input type="checkbox"/> Parents <input type="checkbox"/> Living with friends <input type="checkbox"/> Renter <input type="checkbox"/> Other	<input type="checkbox"/> Owner outright <input type="checkbox"/> Mortgaged <input type="checkbox"/> Parents <input type="checkbox"/> Living with friends <input type="checkbox"/> Renter <input type="checkbox"/> Other
Time at address		
If homeowner with mortgage:		
Lender's name		
Loan / Account number		
Balance outstanding (£)		

Current Employment details:	Applicant 1	Applicant 2
Occupation	<input type="checkbox"/> Senior Manager <input type="checkbox"/> Manager <input type="checkbox"/> Middle Manager <input type="checkbox"/> Supervisory <input type="checkbox"/> Professional – Technical <input type="checkbox"/> Professional – Non-technical <input type="checkbox"/> Skilled <input type="checkbox"/> Semi-skilled <input type="checkbox"/> Clerical <input type="checkbox"/> Director <33% Holding <input type="checkbox"/> Director >33% Holding <input type="checkbox"/> Sole Trader <input type="checkbox"/> Un-skilled <input type="checkbox"/> Modern Apprenticeship <input type="checkbox"/> Other _____	<input type="checkbox"/> Senior Manager <input type="checkbox"/> Manager <input type="checkbox"/> Middle Manager <input type="checkbox"/> Supervisory <input type="checkbox"/> Professional – Technical <input type="checkbox"/> Professional – Non-technical <input type="checkbox"/> Skilled <input type="checkbox"/> Semi-skilled <input type="checkbox"/> Clerical <input type="checkbox"/> Director <33% Holding <input type="checkbox"/> Director >33% Holding <input type="checkbox"/> Sole Trader <input type="checkbox"/> Un-skilled <input type="checkbox"/> Modern Apprenticeship <input type="checkbox"/> Other _____
Employment industry		
Job title		
Employer's name		
Building name / no		
Street name		
District		
Town		
Postcode		
County		
Phone number		
Fax number		
Payroll number		
Basic salary (£)		
Regular overtime (£)		
Regular / guaranteed shift allowance (£)		
Regular / guaranteed bonus (£)		
Regular / guaranteed commission (£)		
Car allowance (£)		
Mortgage allowance (£)		
Working tax credit (£)		

Current employment details:	Applicant 1	Applicant 2
Second job (£)		
Gross annual pension (£)		
Other pay / income (£)		
Nature of other pay / income		
Time in current job (years and months)		
Monthly expenditure:	Applicant 1	Applicant 2
Credit card(s)		
Total amount outstanding (£)		
Total monthly payment (£)		
To be repaid prior to offer of this mortgage?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Part	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Part
Hire purchase(s)		
Total amount outstanding (£)		
Total monthly payment (£)		
To be repaid prior to offer of this mortgage?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Part	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Part
Note: If less than 6 months, do not include the monthly amount. This will ensure the details are correct for the affordability calculation.		
Loans / Overdrafts		
Total amount outstanding (£)		
Total monthly payment (£)		
To be repaid prior to offer of this mortgage?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Part	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Part
Note: If less than 6 months, do not include the monthly amount. This will ensure the details are correct for the purpose of affordability calculation.		
Student loan		
Does the customer have a student loan?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Student loan taken out before September 2012?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Mortgage(s)		
Does the customer have a mortgage(s) other than main residence?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Maintenance(s)		
Monthly payment (£)		
Is this payment by court order?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

Bank details:	Applicant 1	Applicant 2
Bank account holder	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
If bank account holder:		
Account holder name		
Sort code		
Bank account number		
Time at bank (years and months)		
Bank name		
Building name / no		
Street name		
District		
Town		
Postcode		
County		
Credit history:	Applicant 1	Applicant 2
Have you ever been refused credit?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, details of credit refusal		
Have you ever failed to maintain payments on a loan?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, highest number of months in arrears in the last 3 years:		
Have you ever had your house repossessed?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been made bankrupt or made any arrangement with creditors or ever been subject to a debt management plan?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, discharge date: (DD/MM/YYYY)		
Details of arrangements with creditors		
Have you ever had a County Court Judgement (CCJ) or default registered against you?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, number of CCJs or defaults you have had in last 3 years: (£)		
Value of CCJs or defaults in the last 3 years (£)		

Loan requirements:	
Type of loan required	<input type="checkbox"/> Residential Purchase <input type="checkbox"/> Residential Unencumbered <input type="checkbox"/> Residential Remortgage <input type="checkbox"/> Buy to Let Unencumbered <input type="checkbox"/> Buy to Let Purchase <input type="checkbox"/> Holiday Let <input type="checkbox"/> Buy to Let Remortgage
Loan amount (£)	
Amount of deposit (£)	
Source of deposit	<input type="checkbox"/> Accumulated savings / investments <input type="checkbox"/> Matured savings / investments <input type="checkbox"/> Borrowed from another lender <input type="checkbox"/> Pension lump sum <input type="checkbox"/> From family <input type="checkbox"/> Work bonus <input type="checkbox"/> Inheritance <input type="checkbox"/> Other (please specify) <input type="checkbox"/> Lottery/Pool winnings
Purchase price / estimated value (£)	
Term of loan	
Payment type	<input type="checkbox"/> Repayment <input type="checkbox"/> Interest only <input type="checkbox"/> Split
Split payment interest only	£
Is there a gifted deposit or other incentive on this purchase?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, who is providing the gifted deposit?	<input type="checkbox"/> Builder <input type="checkbox"/> Family member <input type="checkbox"/> Vendor
Is this a Right to Buy property ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is this a Homebuy purchase?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Product code	
RTB purchase price (£)	
Charge holder / local authority	
What share of the property will the customer own? (%)	
Intended repayment method	
Do you wish to add Product fee to loan amount?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Broker Arrangement Fee (£)	
Is Broker Arrangement Fee to be added?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Loan requirements continued:

Do you intend to borrow any part of the purchase price other than the loan from Principality?

Yes No

If yes:

Amount (£)

Lender

Does / Do the applicant / applicants wish to port an existing Principality mortgage?

Yes No

If yes, please list all account numbers:

Property details:

House name

House number

Flat number

Street name

District

Town

Postcode

County

Type of property

- | | |
|--|---|
| <input type="checkbox"/> Detached house | <input type="checkbox"/> Maisonette |
| <input type="checkbox"/> Semi-detached house | <input type="checkbox"/> Detached bungalow |
| <input type="checkbox"/> Terraced house | <input type="checkbox"/> Semi-detached bungalow |
| <input type="checkbox"/> Flat | |

Number of:

Living rooms

Kitchens

Property details continued:	
Kitchens	
W.C.s	
Bedrooms	
Bathrooms	
Garages	<input type="checkbox"/> Freehold <input type="checkbox"/> Leasehold <input type="checkbox"/> Unknown
Age of property (in years)	
Do you intend to apply for a local authority grant?	
Do you intend to let any part of the property?	
Will you be using the property solely for residential purposes?	
Do you intend to use the property for commercial purposes?	
Will this property be your primary residence?	
Other occupants age 17 and over: Other than the applicant(s) please state the name(s) and age(s) of all other persons aged 17 and over who will occupy the property as permanent / semi-permanent members of the household.	
Full name	
Date of Birth (DD/MM/YYYY)	
Full name	
Date of Birth (DD/MM/YYYY)	
Full name	
Date of Birth (DD/MM/YYYY)	
Full name	
Date of Birth (DD/MM/YYYY)	
Full name	
Date of Birth (DD/MM/YYYY)	
Full name	
Date of Birth (DD/MM/YYYY)	

Solicitor and selling agent's details:

Name of selling agent	
Selling agent phone number	
Contact for inspection	<input type="checkbox"/> Seller <input type="checkbox"/> Selling agent <input type="checkbox"/> Builder <input type="checkbox"/> Applicants
Contact name / company name	
Building no / name	
Street name	
District	
Town	
Postcode	
County	
Contact phone number	
Other contact phone number	
Solicitor / Conveyancer	
Solicitor details	<input type="checkbox"/> Panel search <input type="checkbox"/> To be advised <input type="checkbox"/> New panel
Company	
Town	
Postcode	
Phone number	

Valuation:

Please visit www.principality.co.uk/PBS/Intermediaries/Useful-Documents for full details of the fees and charges, including survey and valuation fees.

Which valuation would you like?	<input type="checkbox"/> Mortgage valuation <input type="checkbox"/> RICS Homebuyers Survey and Valuation <input type="checkbox"/> Building Survey
---------------------------------	--



Where home matters
principality.co.uk/intermediaries

Insurance details:

Buildings and contents
Your applicant(s) must have buildings insurance acceptable to the Principality Building Society to cover the rebuilding cost of the property. This is a condition of the mortgage. You can do this through us or make your own arrangements. If you do not provide details, we will contact the applicant(s) to check that adequate arrangements are in place to protect the security.

Are you arranging buildings and contents insurance cover for your client?

Buildings Yes No

If yes, please provide buildings insurance provider details:

Contents Yes No

If yes, please provide contents insurance provider details:

Accident, sickness and unemployment
In the unfortunate event of your applicant(s) being unable to work through accident, sickness or unemployment it is important that they consider taking out an appropriate cover to ensure that monthly commitments can be met.

Are you arranging accident, sickness and unemployment cover for your client? Yes No

If yes, please provide the accident, sickness and unemployment insurance provider for your client:

Mortgage life insurance
It's important that your applicant(s) are covered should the worst happen and they die or become critically ill during the mortgage term.

Are you arranging mortgage life insurance for your client? Yes No

If yes, please provide the mortgage life insurance provider details:

Direct debits:

Would you like to receive additional information about direct debits? Yes No

Please specify preferred payment date

Credit Checks:

Before going ahead with an electronic application, you'll need to confirm you have the applicant(s) permission to complete a credit check. Do you have their permission? Yes No

Data Input Consent Form:

Please give the customer the Data Input Consent form available at www.principality.co.uk/PBS/Intermediaries/Useful-Documents to complete. This authorises you to input their data onto the online application facility.



Where home matters
principality.co.uk/intermediaries