

If you have already submitted an ON-LINE application, DO NOT USE THIS application form.



## ACCORD MORTGAGES APPLICATION FORM

Account Number

- Please use this form for Portability cases or data capture.
- New Business must be submitted online.
- Portability cases can only be submitted on this form.

Please refer to our Lending criteria guide for details of the evidence we need to support the application. Tick the appropriate box(es) to indicate the items enclosed.

Valuation fee (if applicable)  Arrangement fee (if applicable)   
Latest P60 and/or three of your last five payslips including the latest (employed applicants)  Last year's mortgage statement and proof of payments from the end of the statement to present e.g. bank statements (applicants who have or have had a mortgage in the  Rent book or tenancy agreement (applicants who are renting or have rented in the last 12 months)   
Last 3 years certified accounts (self employed applicants)  If your accounts are not prepared by a fully qualified Accountant, please also provide: Last 3 years tax returns, 6 months business bank statements and proof of tax paid for the last 3 years (self employed applicants)

For more details of our requirements please refer to our website [www.accordmortgages.com](http://www.accordmortgages.com)

### INSURANCE ARRANGEMENTS, VERIFICATION OF CUSTOMER IDENTITY & INTERMEDIARY DECLARATION

I am arranging the following buildings insurance/contents cover:

Company  Sum Insured (if known) £

I am arranging the following mortgage payment insurance cover:

Accident  Sickness  Unemployment  Through (Name of Company)  Premium £

#### Name verification

	1st Applicant	2nd Applicant
Document type (e.g. Driving Licence, Passport)	<input type="text"/>	<input type="text"/>
Issuer (e.g. DVLC, Passport Office)	<input type="text"/>	<input type="text"/>
Document reference number (e.g. Passport Number)	<input type="text"/>	<input type="text"/>
Document expiry date	<input type="text"/>	<input type="text"/>
Document's country of origin (if foreign passport or national ID card used)	<input type="text"/>	<input type="text"/>

#### Residency verification

Document type (e.g. Utility bill, bank statement)	<input type="text"/>	<input type="text"/>
Issuer	<input type="text"/>	<input type="text"/>
Document reference number (e.g. customer number)	<input type="text"/>	<input type="text"/>
Document issue date (must be within last 3 months)	<input type="text"/>	<input type="text"/>

#### Declaration

I confirm that the customer(s) provided the above documents to me to satisfy identity verification requirements under the Money Laundering Regulations 1993 and the Financial Services and Markets Act 2000. I have advised the customer on the types of valuations and surveys available; the other costs included; and credit scoring (if you need any further information about these please refer to our website [www.accordmortgages.com](http://www.accordmortgages.com)). I also confirm that the registration number for the Financial Services Authority (FSA) completed below is correct, and that I have complied with the FSA rules in giving advice to the customer(s). I confirm that I am not submitting this application on behalf of an unauthorised person or firm.

Signature  Date

Name  Position

Firm Name and Address

Email  Telephone

Fax  FSA Register Number

Please indicate the mortgage club/network to be used (We are unable to pay you a procuration fee without this information)

What is your fee charged to your client for arranging this mortgage? £

What is the amount of your fee that is refundable if the mortgage application does not proceed? £

What is your fee charged to your client for arranging insurance? £

Is the level of service offered to your client advised? Yes  No



## INCOME DETAILS

I understand that it is a criminal offence if either I or someone acting on my behalf provides incorrect information in order to obtain a mortgage, and the provision of any inaccurate information can lead to prosecution for fraud.

	1st Applicant			2nd Applicant		
	Employed/Self Employed/Retired/Unemployed/ Other (please specify) .....			Employed/Self Employed/Retired/Unemployed/ Other (please specify) .....		
1. Are you currently	(delete as appropriate)			(delete as appropriate)		
2. (a) Are you	Permanent Employee/Fixed Term Contract/ Salaried Director/Non-Salaried Director			Permanent Employee/Fixed Term Contract/ Salaried Director/Non-Salaried Director		
(b) Are you	Full Time/Part Time			Full Time/Part Time		
(c) What is your company's/employer's trade/ profession?						
(d) What is your job title?						
3. Are you a member of a company pension scheme or superannuation scheme?	Yes <input type="checkbox"/>	No <input type="checkbox"/>		Yes <input type="checkbox"/>	No <input type="checkbox"/>	
4. Basic annual salary and/or pension	Salary	£		Pension	£	
(a) If self employed, state annual net profit for the last three years and go to Question 7	Year Ending					
	Amount	£		£		
(b) Sustainable annual overtime (i.e. the amount you reasonably expect to continue earning)	£			£		
(c) Sustainable annual bonus (i.e. the amount you reasonably expect to continue earning)	£			£		
(d) Annual commission	£			£		
(e) Other (e.g. annual band enhancement/annual dividends)	£			£		
	Total income			£		
5. (a) Are you due a pay rise in the next 3 months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>		Yes <input type="checkbox"/>	No <input type="checkbox"/>	
If YES, new annual basic salary	£			£		
(b) Are you due an increment in the next 12 months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>		Yes <input type="checkbox"/>	No <input type="checkbox"/>	
If YES, new annual basic salary	£			£		
6. What date did you start your current employment?						
If you are on a fixed term contract, please state the start and end dates of the contract(s)	Current	Start	End	Current	Start	End
	Previous	Start	End	Previous	Start	End
If you have been with your current employer for less than 3 months, please give us details of where you previously worked in the last 12 months in the extra space on page 7 - including name and address of employer, start and end dates for each employment						
7. Please give details of any other income you receive (e.g. pay you get from a second job, share dividends, maintenance payments, rental from investment properties)						
(a) Amount (gross)	£			£		
Source						
(b) Amount (gross)	£			£		
Source						
<b>EMPLOYED AND/OR RETIRED APPLICANTS</b>						
1. National Insurance Number						
2. Name of your Tax Office						
3. Tax Reference (not your tax code)						
4. Employee number and/or pension reference						
5. Employer and/or pension company name						
6. Employer and/or pension company address						
	Postcode			Postcode		
7. Name and telephone number (including extension) of the individual who can provide us with confirmation of your income	Name	Telephone No.		Name	Telephone No.	
8. How are you paid?	(delete as appropriate) Cash/Cheque/Direct to Bank/ Other (please specify) .....			(delete as appropriate) Cash/Cheque/Direct to Bank/ Other (please specify) .....		
9. How often?	(delete as appropriate) Weekly/Monthly/4 Weekly/ Other (please specify) .....			(delete as appropriate) Weekly/Monthly/4 Weekly/ Other (please specify) .....		
If you are about to leave your current employment, please give details of any future employment in the extra space on page 7						
If you receive income from more than one pension or have more than one employer, please give us details in the extra space on page 7						

**EMPLOYED AND/OR RETIRED APPLICANTS - Continued**

10. If you have been with your current employer for less than 3 months, please tell us where you previously worked during the last year and when your employment started and finished

1st Applicant

2nd Applicant

Previous employer's name



Previous employer's address

  
  

  
  


Previous employer's telephone number



Date employment started



Date employment finished



**SELF-EMPLOYED APPLICANTS AND SHAREHOLDING DIRECTORS**

1. (a) Name and address of your business

  
  

  
  


(b) How long has the business been established?

 Years  Months

 Years  Months

(c) How long have you been connected with the business?

 Years  Months

 Years  Months

2. Do you produce accounts ?

Yes  No

Yes  No

3. Name, address and telephone number of your accountant (including name of person dealing)

  
  

  
  


4. What qualifications does your accountant hold? (e.g. FCA, ACA)



5. If you are a company director, what is your % share-holding?

 %

 %

**FINANCIAL DETAILS**

1. Are you a first time buyer?

Yes  No

Yes  No

2. Following completion of this mortgage, will you be party to any other mortgage(s)?

Yes  No

Yes  No

If YES, balance outstanding (If you are in the process of applying for a mortgage with another lender you should tell us about this too in the extra space on page 6)

£

£

3. Do you have a current account with a bank or building society?

Yes  No

Yes  No

If YES, state how long you have had it (if you have more than one, please state the one you have had the longest)

 Years  Months

 Years  Months

4. How many credit cards do you hold?



5. Do you have a savings account?

Yes  No

Yes  No

6. Have you ever been behind with any financial commitment?

Yes  No

Yes  No

If YES, please give full details

Max. no. of monthly payments in arrears	Latest date account 3 or more monthly payments in arrears	No. of missed monthly payments in last 12 months	No. of monthly payments made in last 3 months	Max. no. of monthly payments in arrears	Latest date account 3 or more monthly payments in arrears	No. of missed monthly payments in last 12 months	No. of monthly payments made in last 3 months
<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"/>

(a) Mortgage/secured loan

(b) Tenancy

(c) Unsecured loan

(d) Credit card

House Possession. If you have ever had a house repossessed, what was the date of possession?



7. Have you ever had a county court judgment (CCJ) or a high court judgment registered against you (Court Decree in Scotland) or are you currently involved in any court proceedings in connection with a debt?

Yes  No

Yes  No

If Yes, please give details

Amount	Judgment Date	CCJ Satisfied	Amount	Judgment Date	CCJ Satisfied
£ <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"/>

**FINANCIAL DETAILS - Continued**

8. Have you ever been subject to an Individual Voluntary Arrangement (IVA) or Bankruptcy order?  
If YES, please give details

	1st Applicant		2nd Applicant	
	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
IVA	Date of IVA arrangement	<input type="text"/>	Date of IVA arrangement	<input type="text"/>
	Monthly IVA payment	£ <input type="text"/>	Monthly IVA payment	£ <input type="text"/>
	If IVA satisfied, enter date satisfied	<input type="text"/>	If IVA satisfied, enter date satisfied	<input type="text"/>
	If not satisfied, has IVA been maintained OK?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If not satisfied, has IVA been maintained OK?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Bankruptcy	Date of the order	<input type="text"/>	Date of the order	<input type="text"/>
	If discharged, enter date discharged	<input type="text"/>	If discharged, enter date discharged	<input type="text"/>

If you have answered YES to Question 6, 7 or 8, please use the extra space on page 6 to provide any supporting information

9. Outstanding balance on a credit card?

If YES, please give details

	Yes <input type="checkbox"/>	No <input type="checkbox"/>		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Outstanding Balance			Outstanding Balance		
			Repaid on Completion		
£			£		
£			£		
£			£		

10. Please give details of any debts outstanding under hire purchase arrangements, personal loans, etc, or any maintenance payments to a third party  
Exclude mortgage payments

Outstanding amount of debt	Monthly repayment £	Final payment Month/Year	Repaid on completion	Outstanding amount of debt	Monthly repayment £	Final payment Month/Year	Repaid on completion				
<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"/>				

11. Do you pay maintenance?

If YES, how much

	Yes <input type="checkbox"/>	No <input type="checkbox"/>		Yes <input type="checkbox"/>	No <input type="checkbox"/>
£			£		

**APPLICANTS WHO HAVE A MORTGAGE NOW OR HAVE HAD A MORTGAGE IN THE PAST**

Please answer the following questions relating to your most recent mortgage

1. What is the mortgage account number?	<input type="text"/>	<input type="text"/>
2. Name and address of the lender	<input type="text"/>	<input type="text"/>
	Postcode	Postcode
3. What is the address of the property?	<input type="text"/>	<input type="text"/>
	Postcode	Postcode
(a) Date mortgage opened	<input type="text"/>	<input type="text"/>
(b) Date repaid (if applicable)	<input type="text"/>	<input type="text"/>
(c) Balance outstanding (if applicable)	£ <input type="text"/>	£ <input type="text"/>
(d) Monthly mortgage payment (if applicable)	£ <input type="text"/>	£ <input type="text"/>
4. If this mortgage will still be outstanding when your new mortgage completes, will you:	Repay the mortgage at the time of completion <input type="checkbox"/> Be released from the mortgage <input type="checkbox"/> Retain the mortgage <input type="checkbox"/>	Repay the mortgage at the time of completion <input type="checkbox"/> Be released from the mortgage <input type="checkbox"/> Retain the mortgage <input type="checkbox"/>
5. If applicable, what is the selling price of your property?	£ <input type="text"/>	£ <input type="text"/>

If you have had more than one mortgage in the last 12 months, please answer questions 1-5 above for each mortgage held in the extra space on page 7

## APPLICANTS WHO ARE RENTING OR HAVE RENTED IN THE LAST 12 MONTHS

1. If you are currently renting the property that you are living in, please tell us:

(a) The name, address and telephone number of your current landlord

Tel. No.	Postcode

Tel. No.	Postcode

(b) The date your tenancy began



(c) Your monthly rental payment

£
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£
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2. Have all your rent payments been paid on time?

If No, please provide details in the extra space on page 7

Yes

No

Yes

No

If you have rented more than one property in the last 12 months please provide full details for each tenancy in the extra space on page 7

## PROPERTY INFORMATION

1. Approximate year that the property was built

DATE OF ENTRY  
(SCOTLAND ONLY)

2. Full address (if it is a new property, and yet to be numbered, please tell us the plot number)

Postcode

3. Type of property (more than one answer may apply)

House  
  Bungalow  
  Flat/Maisonette  
  Detached  
  Semi-detached  
  Terrace

4. If you have ticked FLAT or MAISONETTE, please tell us

Which floor in block  
  No. of floors in block  
  Purpose built  
  Converted house  
  Above/below shop premises

5. Accommodation - please indicate the number of:

Reception rooms  
  Kitchens  
  Bedrooms  
  Bathrooms  
  Inside WCs (if separate)

6. Is the property (more than one answer may apply, please complete as appropriate)

Heritable (formerly Feudal) (Scotland only)  
  Freehold

Leasehold - unexpired term of lease  Years and Ground Rent £

Commonhold

7. Please give the full names of anyone over the age of 17 who will be living with you in the mortgaged property

8. Do you intend to run a business from or let any part of the property?

Yes

No

If YES, please give details

9. Will the property be your main residence?

Yes

No

## MORTGAGE REQUIREMENTS

1. If you wish to pay on a date other than the 1st, please enter a date in the box

 (2nd- 28th)

2. Which Accord Mortgages' products are you applying for?

Note: If you would like to have more than one product, or if you are an existing borrower wishing to use portability, please confirm the amount required on each product

Product	(2nd- 28th) Capital & Interest (Repayment)	Interest Only	Total
<input style="width: 100%; height: 20px;" type="text"/>	£ <input style="width: 50px;" type="text"/>	£ <input style="width: 50px;" type="text"/>	£ <input style="width: 50px;" type="text"/>
<input style="width: 100%; height: 20px;" type="text"/>	£ <input style="width: 50px;" type="text"/>	£ <input style="width: 50px;" type="text"/>	£ <input style="width: 50px;" type="text"/>
<input style="width: 100%; height: 20px;" type="text"/>	£ <input style="width: 50px;" type="text"/>	£ <input style="width: 50px;" type="text"/>	£ <input style="width: 50px;" type="text"/>

If you are applying for an offset mortgage product, please complete the supplementary form

3. For the amount in the Interest Only box above, please state proposed repayment vehicle e.g. Endowment, Pension, ISA

Repayment Vehicle	Amount	Repayment Vehicle	Amount
<input style="width: 100%; height: 20px;" type="text"/>	£ <input style="width: 50px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	£ <input style="width: 50px;" type="text"/>
<input style="width: 100%; height: 20px;" type="text"/>	£ <input style="width: 50px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	£ <input style="width: 50px;" type="text"/>

4. Do you want to add the Higher Lending Charge to your loan amount?

Yes

No

N/A

## VALUATION AND SOLICITOR DETAILS

A mortgage valuation is solely for our purposes and benefit so that we can be satisfied that the property provides sufficient security for us to lend. You may not receive a copy of any valuation report prepared in connection with this application.

1. What type of valuation have you had/do you require?

Mortgage valuation

Home buyer survey & valuation

Building survey

If the valuation has already been carried out please confirm contact name, address and telephone number of the valuer

Postcode	Telephone

2. Who can the valuer obtain keys from?  
(Please confirm contact name, address and daytime telephone number)

Postcode	Telephone

**VALUATION AND SOLICITOR DETAILS - Continued**

3. Name and address of solicitor/licensed conveyancer  
(Please confirm contact name, address and telephone number)

Postcode	Telephone

**HOUSE PURCHASE ONLY**

4. Name and address of person selling  
(Please confirm contact name, address and daytime telephone number)

Postcode	Telephone

5. If you are borrowing the difference between the purchase price and the amount of loan you are applying for, please tell us:

(a) from where, and the date when you must repay it

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(b) how much you are borrowing and how much you will be repaying each month

£	(Amount borrowed)	£	(Monthly repayment)
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6. Are you receiving any cashbacks, discounts, allowances or other incentives in connection with this purchase from any source?

Yes  No

If YES, please give full details

7. If the property is under construction, do you wish the mortgage to be released in instalments?

Yes  No

If YES, please provide a correspondence address in the extra space below

**APPLICATION FEE - METHOD OF PAYMENT**

Please tick how you wish to pay

Cheque (Please make payable to Accord Mortgages Limited)

Credit/Debit Card (Please give details below)

Please debit my  By

Card number

Valid From

Expiry date

Issue number (SWITCH only)

Signature

**EXTRA SPACE**

Please remember to quote the relevant section and question number next to your answer

If you require additional space, please attach a separate sheet and tick if applicable

## How we use your personal information

### Use

- We will use your personal information together with other information available including relevant sensitive information, e.g. health, nationality, offences or proceedings or other items as appropriate to process your application and arrange associated insurance including mortgage indemnity insurance taken out by Accord Mortgages to protect its advance to you. We will also use it to make credit decisions, complete your mortgage and administer your account, up to and including redemption, contact you where necessary, for fraud prevention and detection, legal and regulatory compliance, marketing and market research and general business purposes.
  - We may undertake a search with Credit Reference Agencies for the purposes of verifying identity and the details submitted, in line with regulatory requirements. The Credit Reference Agencies may check the details supplied against any databases (public or otherwise) to which they have access. They may also use the details in the future to assist other companies for verification purposes. A record of the search will be retained, but will not affect future credit. 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 or money laundering is identified, details will be passed to fraud prevention agencies and/or Law enforcement agencies. Law enforcement agencies may access and use this information. 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, 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 employeesPlease contact us at Accord Mortgages Limited, 1 Filey Street, Bradford, BD1 5AT 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.
- If you take out Accord Mortgages' Buildings and/or Contents Insurance, Accord Mortgages and/or your insurer, Royal & SunAlliance Insurance plc, may:
    - disclose information you have supplied and details of your policy and claims to each other and to a data administration company, to licensed credit reference agencies, relevant insurance companies and fraud prevention bodies, and this information will be made available to other prospective lenders and insurers.
    - use your personal information together with other information available (including relevant sensitive information, e.g. health, offences and proceedings or other items as appropriate) to carry out risk assessment, process your application, administer your policy and claims during the life of the policy, contact you where necessary, for fraud prevention and detection, legal and regulatory compliance, marketing and market research and general business purposes.
  - If you are making this application on behalf of another person they must have authorised you to act on their behalf, to give us their personal information, to authorise a credit search if necessary and to consent to our use of their personal information, as described.
  - If we use an automated system to make a decision about you, such as credit scoring, we will tell you if your application is rejected and give you the opportunity to discuss the matter with us. The decision will be reviewed and may be changed, if appropriate.
  - We may from time to time carry out an additional credit search for account management purposes but this will not affect your future credit worthiness.
  - We will keep your personal information only for as long as is necessary for us to administer the account you have in line with regulatory requirements.

### Disclosure

- When assessing your application, we may carry out a credit reference search with one or more licensed credit reference agencies. This may have implications on future credit worthiness for you.
  - Whether or not your application to us is successful, each agency will add details of the search, and your application, to their records and will share this information with other lenders and grantors of credit and insurance who will use it when assessing any applications for banking, loan, hire facilities or insurance which you may make in future. They will use it for verifying identity, fraud prevention, debt recovery and tracing debtors. The agencies may also use the information for statistical analysis and market research.
  - We may disclose details about the progress of your application, including if it has been granted, and how you conduct your account, to your broker, Independent Financial Adviser, professional adviser or other intermediary, if the request came from them.
  - We may contact HM Revenue & Customs, Department for Work and Pensions, any lender, landlord, employer or professional adviser named on this form to obtain information to confirm any income received and payments made.
  - We may disclose information you have supplied, and details of how you conduct your account (including arrears, defaults and repossession proceedings), to credit reference agencies and fraud prevention bodies.
  - We may disclose details of your account, including balance outstanding, interest rate(s) applicable, early repayment charges and monthly payments to potential borrowers if one of you in the future enquires about adding or removing a party to the account (also known as a "transfer of equity"). However such a transaction will not proceed without a completed application form signed by all account holders.
- We may disclose personal information to (i) our external auditors and regulatory bodies including the Banking Code Standards Board, the Financial Ombudsman Service and the Financial Services Authority, and (ii) associate companies (including our parent), agents and service providers including solicitors and valuers acting for Accord Mortgages, debt recovery agents, letting agents, market research agencies and providers of information technology services.
  - If we sell or transfer all or part of our business, we may disclose or transfer our customer records as part of the proposed/actual sale or transfer. However, we will only do so under a contract, which protects the confidentiality and security of your information.
  - Insurers pass information to the Claims and Underwriting Exchange register, run by Insurance Database Services Ltd. (IDS Ltd.). The aim is to help us check information provided and also to prevent fraudulent claims. When we deal with your request we may search the register. When you tell us about an incident (such as fire, water damage or theft) which may or may not give rise to a claim, we will pass information relating to it to the register. IDS Ltd. may also pass on information received from other insurers about other incidents involving anyone insured under the policy.
  - We will respect your rights to privacy and will not disclose your personal information to anyone except with your consent or if the law, public duty or our legitimate interests require us to.
  - We may occasionally need to transfer personal information to countries outside the European Economic Area (EEA) which may not have adequate Data Protection laws in place. This will only be done under a contract which includes appropriate safeguards for the security and confidentiality of your personal information, with your consent or where permitted by the Data Protection Act.

### Your Rights

Our booklet "Your Rights and the Data Protection Act", explains how we use your personal information, your rights under the Data Protection Act and contains additional information about General Business Purposes, Agencies and Service Providers that we use plus an explanation of sensitive information. You have the right to have any inaccuracies corrected and a right of access under the Data Protection Act to your personal records held by Accord Mortgages, subject to payment of a fee. Copies of our booklet and Subject Access Request form (ACC 39), that should be used if you require access to your personal information, can be obtained from our registered office, Accord Mortgages, 1 Filey Street, Bradford, BD1 5AT or from our website [www.accordmortgages.com](http://www.accordmortgages.com).

### Transfers of Mortgage

Although you may not transfer your interest in the mortgage without consent, there is no restriction in the mortgage against a transfer of Accord Mortgages' interest. Accord Mortgages may transfer its interest in your mortgage to any one else who may not necessarily be a building society or an associated body of a building society. Accord Mortgages is part of the Yorkshire Building Society group but is a separate legal entity from Yorkshire Building Society. You will not be a member of, or have any membership rights in, Yorkshire Building Society.

### Declaration to be signed by all applicants

I apply for a loan on the property mentioned on page 6 (or any Replacement Property Form attached to this form).

#### 1. I agree:

- that this information will form the basis of the mortgage contract between Accord Mortgages and me and that if I enter into an associated insurance contract it will also be the basis of a contract between the insurer and me.
- to tell Accord Mortgages about any information which may affect any insurance cover provided. I understand that the policy may be invalid, or the cover affected, if I do not disclose this information.
- to pay Accord Mortgages' conveyancing costs and valuation fees even if the mortgage does not complete.
- to a 7-day notice period for Direct Debit changes.
- to Accord Mortgages and its agents or other members of its group disclosing the details of all offset savings accounts to the other applicants and borrowers.
- to the processing of my personal information as explained above. My agreement here applies in any circumstances during the mortgage where Accord Mortgages needs to make a credit decision.
- to tell Accord Mortgages of any changes to the information in this form which arise between now and completion of the loan.

#### 2. I confirm that:

- the information in this form is true and complete, including any answers which have been completed by someone else.
- I am aware that repayments of my loan may continue after I am retired. I confirm that I have discussed this with my adviser and that I understand the financial implications.

#### 3. I have read the explanation on Transfers of Mortgage (above) and had the opportunity to have anything I do not understand explained to me. I acknowledge that you are entitled to transfer Accord Mortgages' interest in the mortgage which I am applying for and any related security, assignment or other related deeds or documents to another body. I consent to the transfer of Accord Mortgages' interest.

#### 4. I understand that:

- Accord Mortgages does not have to make an offer of a loan or refund any fees paid.
- If Accord Mortgages offers me a loan, this does not imply that Accord Mortgages agrees that the price paid for the property is reasonable.

### 1st Applicant

Signature of Applicant

Date

### 2nd Applicant

Signature of Applicant

Date

**INSTRUCTION TO YOUR BANK/BUILDING SOCIETY TO PAY DIRECT DEBITS**

Please complete parts 1 to 6 of the Direct Debit instruction below to instruct your Bank/Building Society to make payments direct from your account.

<p>1. Name and full postal address of your Bank/Building Society.</p> <p>The Manager</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>..... Postcode: .....</p>	<p>Originator's Identification Number <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; text-align: center;">6</td><td style="width: 20px; text-align: center;">7</td><td style="width: 20px; text-align: center;">6</td><td style="width: 20px; text-align: center;">5</td><td style="width: 20px; text-align: center;">3</td><td style="width: 20px; text-align: center;">2</td></tr></table></p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Accord Mortgages Limited 1 Filey Street Bradford BD1 5AT</p> </div>	6	7	6	5	3	2
6	7	6	5	3	2		

2. Name(s) of Account Holder(s)	<input style="width: 100%;" type="text"/>
3. Branch Sort Code	<input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/>
4. Bank/Building Society Account No.	<input style="width: 100%;" type="text"/>
5. Reference No. (i.e. Accord Mortgages Limited Mortgage Account No.)	<input style="width: 100%;" type="text"/>
6. Instruction to your Bank/Building Society and signature	
Please pay Accord Mortgages Limited Direct Debits from the account detailed on this instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with Accord Mortgages Limited and, if so, details will be passed electronically to my Bank/Building Society.	
Signature(s)	<input style="width: 100%; height: 40px;" type="text"/>
Date	<input style="width: 100%;" type="text"/>

**A COPY OF THIS GUARANTEE WILL BE SENT TO YOU WITH YOUR FIRST PAYMENT LETTER**

**The Direct Debit Guarantee**

This Guarantee is offered by all Banks and Building Societies that take part in the Direct Debit Scheme. The efficiency and security of the Scheme is monitored and protected by your own Bank or Building Society.

If the amounts to be paid or the payment dates change, Accord Mortgages Limited will notify you 7 working days in advance of your account being debited, or as otherwise agreed.

If an error is made by Accord Mortgages Limited or your Bank or Building Society, you are guaranteed a full and immediate refund from your branch of the amount paid.

You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Please also send a copy of your letter to us.





Registered office: 1 Filey Street Bradford BD1 5AT  
www.accordmortgages.com

Accord Mortgages Limited is registered in England No. 2139881

Accord Mortgages Limited is authorised and regulated by the Financial Services Authority

Communications with us may be monitored/recorded to improve the quality of our service and for your protection and security.