**ILLUSTRATION REQUEST FORM**

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| Please complete all boxes and email to [ESIS@leedsbuildingsociety.co.uk](mailto:ESIS@leedsbuildingsociety.co.uk) If your client is on an annual interest mortgage, this will change to daily interest as part of the porting application. Please see our [website](https://www.leedsbuildingsociety.co.uk/intermediaries/porting/) for more info |

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| --- | --- | --- | --- |
| **1. MORTGAGE CLUB OR NETWORK** | |  |  |
|  | |  |  |
| **2. ORIGINAL MORTGAGE ACCOUNT NUMBER** | |  |  |
|  | |  |  |
| **3. ABOUT YOUR CLIENTS** | |  |  |
|  | **Applicant 1** |  |  |
|  | Title (Mr / Mrs / Miss etc.) |  |  |
|  | Full Name |  |  |
|  | Status (Single / Married / Civil Partnership etc.) |  |  |
|  | Date of Birth |  |  |
|  | Nationality |  |  |
|  | Address |  |  |
|  | **Applicant 2** |  |  |
|  | Title (Mr / Mrs / Miss etc.) |  |  |
|  | Full Name |  |  |
|  | Status (Single / Married / Civil Partnership etc.) |  |  |
|  | Date of Birth |  |  |
|  | Nationality |  |  |
|  | Address |  |  |
|  | **Applicant 3** |  |  |
|  | Title (Mr / Mrs / Miss etc.) |  |  |
|  | Full Name |  |  |
|  | Status (Single / Married / Civil Partnership etc.) |  |  |
|  | Date of Birth |  |  |
|  | Nationality |  |  |
|  | Address |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Applicant 4** |  |  |
|  | Title (Mr / Mrs / Miss etc.) |  |  |
|  | Full Name |  |  |
|  | Status (Single / Married / Civil Partnership etc.) |  |  |
|  | Date of Birth |  |  |
|  | Nationality |  |  |
|  | Address |  |  |
|  | |  |  |
| **4. ABOUT YOU AND YOUR COMPANY** | |  |  |
|  | Company name |  |  |
|  | Contact name |  |  |
|  | Work address and postcode |  |  |
|  | Date of birth (for security checks) |  |  |
|  | Telephone number |  |  |
|  | Email address |  |  |
|  | FCA number |  |  |

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| **5. ABOUT YOUR INTERVIEW** | |  |  |
|  | Level of service was advised? |  | Yes No |
|  | Have you charged a fee? |  | Yes No |
|  | If yes, how much have you charged? |  | **£** |
|  | When is the fee payable? |  | Application Offer  Completion |
|  | Do you have a refund policy? |  | Yes No |
|  | If yes, how much do you refund? |  | **£** |
|  | Are your clients First Time Buyers |  | Yes No |
|  | Is this a: |  | Purchase Re-mortgage |
|  | Is this a Shared Ownership, Right to Buy or Buy to Let? |  |  |
|  | What Product is required? |  |  |
|  | Product Code (found on Intermediaries website) |  |  |
|  | Term of loan |  | Years: Months: |
|  | Capital and Interest amount |  |  |
|  | Interest-only amount |  |  |
|  | **Total** loan required |  |  |
|  | Is the application fee being added to loan? |  | Yes No |
|  | Is the CHAPS fee being added to the loan? |  | Yes No |
|  | Valuation required |  | Standard |
|  |  |  | Homebuyers |
|  |  |  | Full Building Report |
|  | PURCHASE PRICE / PROPERTY VALUE |  | **£** |
|  | PROPERTY address and FULL POSTCODE |  |  |