

Mortgage Intermediary _____
Consultant Name _____
Contact No. _____

LOAN ACCOUNT NUMBER

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Private & confidential

approval in principle checklist (Mortgage Intermediary use only)

1st applicant Block capitals

2nd applicant Block capitals

Haven will not progress an application to underwriting for Approval in Principle assessments without this checklist completed attaching supporting documentation.

The following documents are required in order for Haven to process the loan application. Please note that the following list is indicative only and additional documentation may be required depending on proposal.
Please Note: *Certified ID and Address verification will only be sent for approval on request for Loan Offer.

General

Completed Haven Declaration, Authorisation and Consent form.
 Copy of Haven affordability calculator used for this proposal.

<input type="checkbox"/>
<input type="checkbox"/>

Income Verification

Employed PAYE

Income certificate(s), signed, dated and stamped by employer.
 3 months consecutive payslips to confirm basic salary.
 Most recent P60 (P21 required if P60 handwritten).
 6 Months up to date personal current accounts statements.

1st App 2nd App

<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

Profile/background of company.
 6 months up to date personal current accounts statements.

1st App 2nd App

<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

Self Employed

Most recent 3 Years audited/trading accounts (certified by accountant).
 Accountant's confirmation of up to date tax position.
 Most recent 3 years Revenue Notice of Assessment.
 12 months up to date business current account statements.

<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

General

Certified Identification (e.g. passport, driver's licence). *See above
 Certified utility bill (e.g. electricity bill or any other utilities bill). *See above
 6 months savings statements.
 6 months credit card statements.
 12 months loan statement(s).
 12 months mortgage statement(s) separation/divorce agreement.
 Stamp 4/5 for non EU nationals.

<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

Other Documents

Building a property

An architect's letter of supervision, indemnity insurance and breakdown of cost of construction.

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Purchasing property under tenant purchase or council buyout

Letter from the council to the customers offering to sell the property and the terms and conditions of such a sale.
 12 month council rental/mortgage statement.

<input type="checkbox"/>
<input type="checkbox"/>

Negative equity trade up/down

Valuation report for the existing property is required when presenting the case for AIP.

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