

# Addendum application form.

## 1. Applicant details

### Applicant 3

### Applicant 4

Title

First name

Middle name

Surname

Date of birth

NI number

Retirement age  
of applicant

Nationality

Existing Suffolk Building  
Society Account number

Address (incl. postcode)

Residential status

Date moved to address

Is this the  
correspondence address?

Yes

No

Yes

No

If no,  
correspondence address

Mobile number

Email address

Is the applicant an expat?

Yes

No

Yes

No

If yes, please provide  
a UK address

Marital status

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## 2. Employment

### Applicant 3

### Applicant 4

Job title

Occupation

Nature of business

Employer's name

Employer's address

Reference email/ name

Employment status

Employment start date

Does the applicant work for a family firm?

Yes  No

Yes  No

Is the applicant under the notice of termination of employment or redundancy?

Yes  No

Yes  No

Tax band

Currency paid in?

Annual basic salary

Annual overtime - Year 1

Annual overtime - Year 2

Annual bonus - Year 1

Annual bonus - Year 2

Annual commission - Year 1

Annual commission - Year 2

Is overtime, commission or bonus guaranteed?  
- provide details in the notes section.

Yes  No

Yes  No

Notes:

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### 3. Self-Employed

#### Applicant 3

#### Applicant 4

Name of business

Nature of business

Date commenced trading

Company type

Postcode

Shareholding %

Accountant's name

Accountant's email

Accountant's qualification

Net profit after tax -  
Latest year

Net profit after tax - Year 2

Net profit after tax - Year 3

Salary (if applicable)

Dividends (if applicable)

Currency paid in?

Notes:

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#### 4. Other income

Applicant 3

Applicant 4

##### Pension income

Annual Private Pension £

Annual State Pension £

Are there any pensions not being drawn down?

Yes

No

Yes

No

If yes, total fund value £

If yes, type of pension

Currency pensions paid in?

##### Rental income

Annual rental income

Profit from land & property (latest year), minus mortgage costs

Profit from land & property (Year 2), minus mortgage costs

Profit from land & property (Year 3), minus mortgage costs

##### Benefit & Other Income

Type of benefit

Benefit income £

Benefit income frequency

Benefit income guaranteed?

Yes

No

Yes

No

Other income?

Details

Annual £

Currency paid in?

Notes:

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## 5. Assets

### Applicant 3

### Applicant 4

Cash deposits £

Stocks & Shares £

Other assets? £ & details

Other properties owned?

If yes, usage (holiday,  
2nd home, BTL etc)

Address

Property value

Monthly rental received  
(if applicable)

Is it jointly owned with  
another person, if so  
please provide details

If mortgaged, please  
provide details (balance,  
repayment type, interest  
rate, monthly payment  
& lender).

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## 6. Commitments

### Commitment 1

Applicant 3 or 4                      3                       4

Type of commitment

Lender name

Remaining term

Balance

Monthly payment

Being repaid before completion?                      Yes                       No

### Commitment 2

Applicant 3 or 4                      3                       4

Type of commitment

Lender name

Remaining term

Balance

Monthly payment

Being repaid before completion?                      Yes                       No

### Commitment 3

Applicant 3 or 4                      3                       4

Type of commitment

Lender name

Remaining term

Balance

Monthly payment

Being repaid before completion?                      Yes                       No

### Commitment 4

Applicant 3 or 4                      3                       4

Type of commitment

Lender name

Remaining term

Balance

Monthly payment

Being repaid before completion?                      Yes                       No

### Commitment 5

Applicant 3 or 4                      3                       4

Type of commitment

Lender name

Remaining term

Balance

Monthly payment

Being repaid before completion?                      Yes                       No

### Commitment 6

Applicant 3 or 4                      3                       4

Type of commitment

Lender name

Remaining term

Balance

Monthly payment

Being repaid before completion?                      Yes                       No

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## 6. Commitments cont.

### General Questions

#### Applicant 3

Does the applicant have life insurance in place?

Yes  No

Has the applicant ever had any criminal convictions

Yes  No

Is the applicant party to any other mortgages?

Yes  No

If so, please provide full details

#### Applicant 4

Yes  No

Yes  No

Yes  No

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## 7. Expenditure

Number of applicants

Number of dependent adults (ignore if added as an applicant)

Number of dependent children

Are you or the customer aware of any changes to expenditure or income, that is likely to affect the customer's ability to meet the mortgage payment?

Yes

No

If yes, provide details

### Outgoings - Property

Council tax

IO repayment vehicle

Utilities (incl. comms)

Shared ownership rent

Home insurance

Associated costs of any other residences owned

Ground rent/service charge

### Outgoings - Household

Grocery costs

Clothing & recreation

Travel & transport

Personal insurance

Pension contributions if not deducted from salary

Health

Household goods

Other

Maintenance

If other, provide details

Pet costs

School fees

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## 8. Credit Questions

### Applicant 1

### Applicant 2

Bankruptcy / IVA  
In the last 6 years

- None
- Discharged over 3 years ago
- Undischarged or Discharged under 3 years

- None
- Discharged over 3 years ago
- Undischarged or Discharged under 3 years

Repossession or Voluntary  
Surrender in the last 6 years

- None
- Repossession over 3 years ago
- Repossession under 3 years ago

- None
- Repossession over 3 years ago
- Repossession under 3 years ago

Unsatisfied CCJ / Default

- None
- Unsatisfied CCJ / Default

- None
- Unsatisfied CCJ / Default

Satisfied CCJ / Default

- None
- <£500 Over 36 Months Old  
CCJ / Default <= £2000 in the last 36 months
- CCJ >£500 over 36 months old CCJ
- Default > £2000 in the last 36 months

- None
- <£500 Over 36 Months Old  
CCJ / Default <= £2000 in the last 36 months
- CCJ >£500 over 36 months old CCJ
- Default > £2000 in the last 36 months

Unsecured Arrears

- None
- <=3 Missed payments in the 36 months
- More than 3 missed payments  
in the last 36 months

- None
- <=3 Missed payments in the 36 months
- More than 3 missed payments  
in the last 36 months

Secured Arrears

- None
- <=2 Missed payments in the 36 months
- More than 2 missed payments  
in the last 36 months

- None
- <=2 Missed payments in the 36 months
- More than 2 missed payments  
in the last 36 months

Payday Loans

- None
- Any taken in last 24 months
- Any taken over 24 months ago

- None
- Any taken in last 24 months
- Any taken over 24 months ago

Credit Limits Exceeded

- None
- <=3 limits exceeded in the 36 months
- More than 3 limits exceeded  
in the last 36 months

- None
- Any taken in last 24 months
- More than 3 limits exceeded  
in the last 36 months

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## 8. Credit Questions cont.

Notice of Correction (NOCs)

Yes

No

Yes

No

If the answer to any of these questions above is yes please provide details here.

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## 9. Intermediary Declaration

I can confirm that

1. The submitted application contains information provided by the applicant(s).
2. To the best of our knowledge, all information provided is in all material respects full, correct, accurate and complete and not misleading as at the date of submission.
3. I have not withheld any information or documentation that may be material to the application.
4. The applicant(s) are fully aware that I am submitting this application on their behalf.

The applicant(s) have been made aware of and provided with the Privacy Notice that is available at <https://SuffolkBuildingSociety.co.uk/legal-statements/privacv-notice>.

Please ensure that you also provide all other documentation to support this application to [bdt@suffolkbuildingsociety.co.uk](mailto:bdt@suffolkbuildingsociety.co.uk)

Once submitted any required change to the information provided must be emailed to [bdt@suffolkbuildingsociety.co.uk](mailto:bdt@suffolkbuildingsociety.co.uk)

Please confirm the applicant(s) has provided consent for a credit and fraud check

Yes

No

Please confirm the applicant(s) has provided consent for references to be obtained

Yes

No

Please confirm the applicant(s) has provided consent to submit the application

Yes

No

## Marketing preferences

"Suffolk Building Society takes your privacy seriously and will only use your personal information to administer your account and to provide the product and services you have requested from us.

However, from time to time we would like to contact you with details of other mortgage and savings products, services, competitions and events we provide. You can withdraw or amend consent at any time by contacting us.

We may monitor and/or record phone conversations with us to ensure consistent service levels (including staff training).

Applicant 3 consents to being contacted for marketing purposes?

Yes

No

If yes, by which methods?

Phone

Email

Post

Applicant 4 consents to being contacted for marketing purposes?

Yes

No

If yes, by which methods?

Phone

Email

Post

Signed

Broker Name

Date

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Suffolk Building Society, Freehold House, 6-8 The Havens,  
Ransomes Europark, Ipswich, Suffolk IP3 9SJ

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