

Remortgage / further advance application form and checklist



Please fill this form in capital letters. You will need to complete this application and ensure you send this along with **ALL** the required documentation in order for us to assess your application.

Name(s): _____

Full property address: _____

Postcode: _____

Please tick the relevant box

1. I/we are remortgaging with my existing mortgage lender (L&Q wouldn't usually be involved in this case unless otherwise required by your mortgage lender. Please check with them) Yes No

2. I/we are remortgaging from my existing mortgage lender to a new mortgage lender Yes No

3. I/we are remortgaging to a new mortgage lender and carrying out a further advance (borrowing additional funds) Yes No

If you have answered **Yes**, please state the reasons for this extra borrowing:

4. I/we are staying with our existing mortgage lender, however I/we wish to carry out a further advance (borrow extra funds) Yes No

If you have answered **Yes**, please state the reasons for this extra borrowing:

Please note: If your request relates to taking a further advance then this can only be for home improvements reasons, therefore you will need to also complete the Home Improvement application form and send it to us along with this form.

Document checklist

Your name: _____

Property address: _____

Postcode: _____

Contact telephone number: _____

We will contact you to collect your administration fee when we process your application

We are only able to process your application once we have the following documents

I enclose:

A new mortgage offer or key facts illustration:

- Does this offer include the current full market value?
(usually found on page 2 or your offer) Yes No
- Do the terms and conditions of the offer confirm your lender is aware you purchased as Shared Owner or Equity loans customer? (If this is not within the terms and conditions of your offer then you must obtain an additional letter/or email confirmation (direct from your mortgage lender) confirming they are aware you are a Shared Owner or Equity loans customer) Yes No

An up to date redemption statement from your existing mortgage lender (balance of current mortgage):

- This must show your current mortgage balance and be within the last three months Yes No

If applying for a further advance, have you also completed the Home Improvement application form and enclosed it with this application? N/A Yes No

If you answer **No** to any of the above questions please do **NOT** send us your application until your documents are available.

We will contact you to collect your administration fee within five working days of receiving all the required documents.

You can either email this checklist and all your documents to **remortgaging&FA@lqgroup.org.uk** or post them to:

**Cray House
Home Owner Options Team (Remortgage)
3 Maidstone Road,
Sidcup
DA14 5HU**

