

Change to Property Usage/Residency Form

This form is available in large print. Please call 01282 440500^ or send an email to hybridreferrals@themarsden.co.uk and we'll be happy to send you a copy.

Please complete this form and return it to hybridreferrals@themarsden.co.uk along with the relevant documents.

Please note: If you have a Residential Mortgage and want to start letting your property, please use our Consent to Let Request Form.

1 Your details

Mortgage account number		
Name(s) of account holder(s)		
Contact telephone number		
Email address		
Current living address		
	Postcode:	Postcode:
Security property address		
	Postcode:	Postcode:

2 Changes to your circumstances

Have you moved/are you planning to move back to the UK within the next 4 months?

(If yes, please see supporting documents checklist 1)

Yes No N/A

Are you/will you be living in the security property?

(If yes, please see supporting documents checklist 2)

Yes No

Are you/will you be letting the security property?

Yes No

What currency is your salary paid in?

3 Supporting documents checklist

- 1 Please provide evidence of your UK address (e.g. recent council tax bill, utility bill, or bank statement)
- 2 Please provide 3 months' latest payslips and 3 months' latest bank statements, and complete the Earned Income Assessment on page 2

4 Other changes

If you wish to make further changes to your mortgage, fees may be payable and we may need to arrange a call with our mortgage advisors. Please see details of our fees in our Tariff of Charges available to download from our website, www.themarsden.co.uk/downloads.

Name	<input type="text"/>	Name	<input type="text"/>
Signature	<input type="text"/>	Signature	<input type="text"/>
Date	<input type="text"/>	Date	<input type="text"/>

YOUR HOME MAY BE REPOSSESSED IF YOU DO NOT KEEP UP REPAYMENTS ON YOUR MORTGAGE

Earned Income Assessment (complete if you answered 'yes' to living in the security property)

Dependents

Full name	Date of birth	Relationship

Occupiers over the age of 17

Full name	Date of birth	Relationship	In receipt of their own income?	If 'yes', what is their annual income?
				£
				£

Your financial commitments (monthly)

Council Tax	£
Utilities (gas, electric, water)	£
Insurances (Buildings & contents, car, MPPI, life cover, etc)	£
Telephone/Mobiles	£
Pension	£
Rent (whilst working away from home)	£
Education & childcare (school fees, university costs, nursery fees)	£
Service charges/Lease costs	£
Interest only repayment vehicle	£
BTL mortgage shortfall	£
Travel/Transport costs - connected with work (car park costs, rail card, petrol, etc)	£
Other - please detail	£

Details of all secured and unsecured credit such as mortgages, loans, hire purchase, credit cards, etc (for credit cards, use 3% of the balance for the monthly payment).

Applicant 1 (please tick)	Applicant 2 (please tick)	Lender/Recipient	Type (loan, hire purchase)	Balance outstanding	Monthly payment	Final payment date DD/MM/YY	Arrears (Yes/No)	Paid off at completion of mortgage (Yes/No)	Repaying with money from this mortgage (Yes/No)
				£	£				
				£	£				
				£	£				
				£	£				

Overdrafts: Please provide amount(s) currently overdrawn (please note that on receipt of bank statements, the Society will use 3% of the overdraft figures from the latest statement).

£	£
---	---

Maintenance payments (if applicable)

Payee	Date of final payment	Monthly payment
		£
		£

Please advise if this is paid by Court Order Yes No

Total outgoings for both applicants per month £

If you're aware of any changes to your income/expenditure and/or circumstances that is likely to affect your ability to meet your future mortgage payments, please give details below.