

COPLEYS

SOLICITORS

REMORTGAGE CLIENT QUESTIONNAIRE

1. PROPERTY TO BE REMORTGAGED:

Address:	
Postcode:	

2.

	CLIENT 1	CLIENT 2
Title	Mr/Mrs/Miss/Ms/Dr	Mr/Mrs/Miss/Ms/Dr
First Name		
Middle Name (s)		
Surname		
Address (if different from property being re-mortgaged)		
Occupation		
National Insurance No.		
Daytime Telephone		
Home Telephone		
Mobile Telephone		
E-Mail Address		

3. Please give the names of any other occupiers over the age of 17 who do not own the property but who reside at the property (if applicable)

4. Please give the name of your Current Lender and Mortgage Account Number

Lender's Name:
Address:
Account No.
What is the approximate outstanding balance £
Do you anticipate any penalty for early repayment Yes/No

5. Please give details of any other loans or mortgages you have, where the property has been used as security for the loan

Lender's Name:
Address:
Account No:
What is the approximate outstanding balance £

6. Please advise the name of the NEW Lender and the amount you propose to borrow

Lender's Name:
Address:
Account No:
Amount £

7. If the property you are re-mortgaging is a flat or a leasehold house please answer the following questions. Failure to do so may cause a delay in completing your re-mortgage transaction. If you are a member of a Management Company who deal with the administration of the building we will need to contact the person responsible for collecting ground rent and/or service charges.

(a) Who is your landlord or the person to whom you pay the ground rent/service charges

Name:
Address:
Telephone No:

(b) Have you paid your ground rent up to date?

YES / NO
Please let us have copy receipt for payment

(c) Have you paid your service charge up to date?

YES / NO
Please let us have copy receipt for payment

(d) Are there any ongoing disputes between you and your landlord or Management Company?

YES / NO
If yes, please provide full details

8. Please supply full details of any structural alterations to the property since its original construction. We will need to see Planning Permissions, Building Regulation Approvals and Building Regulations Completion Certificates in relation to the same. We will also need to see the consent of the original developer where this is required.

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9. If your current buildings insurance policy is with your existing lender and you are intending to continue it, you must contact them and inform them of this as on repayment of your mortgage some lenders may automatically cancel the buildings insurance. In any event unless Buildings Insurance is being arranged by the new lender we will need to have full details of the building insurance including a copy of the Schedule. This will need to comply with the new lenders requirements. Please let us have this when returning the form.

10. Your new lender will require us to verify your identity and accordingly we will need to receive from you evidence of the same preferably by sight of your original passport or in the event of you not having one such other evidence as may be required by your new lender. Please arrange to let us have the same when returning this form duly completed.

11. Please let us know on what date you would ideally wish to complete the mortgage to your new lender

Date:

12. To assist in monitoring our sources of new work, could you please indicated whether or not you are an existing client

YES/NO

(if No, please give details as to who introduced you)

13. I/WE authorise Copleys Solicitors

- to obtain the title deeds for the property;
- to obtain a repayment figure from my/our current lender(s);
- to obtain confirmation that my/our rent, service charge payments are up to date and if someone else insures the property, details about the insurance;

Signed

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NB As many lenders no longer store the title deeds it may be that following completion of your purchase/last mortgage you received from your solicitors a packet of documents relating to the property consisting of, for example, transfer deeds, planning permissions, searches, etc. Please let us have these documents when returning this form.