  
**Intermediary Referral Request Form**

**Email completed form to** [**brokers@theloughborough.co.uk**](mailto:brokers@theloughborough.co.uk)

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| Intermediary Firm |  | | |
| Advisor |  | Contact Details |  |
| Applicant’s Name & Occupation |  | | |

**Prime Plus 1 Referral**

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| To enable us to make a decision it’s important that you provided as much detail as possible regarding the case. For example, if your client had previous credit issues, we need to understand what, when and why this happened, and we’d expect a timeline of events.  Please select from the following   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **IVA** | **DMP** | **Defaults** | **CCJ’s** | **Missed Payments** |  * When was the IVA/DMP/CCJ/Default or missed payment (status 3 or more) registered/recorded? * What were the amounts(s) registered/recorded and the name of the creditor? * When was the IVA/DMP/CCJ/Default or missed payments satisfied? * If the IVA/DMP/CCJ/Default has not been satisfied how much is the client paying each month and how long is the payment arrangement over? (Proof will be needed) * Have these payments been maintained? * What specific event(s) caused the applicant(s) to have an IVA/DMP/CCJ/Default registered or missed payments registered (status 3 or more)? Please provide the dates * Did the applicant(s) have a mortgage at the time of the IVA/DMP/CCJ/Default or missed payments and were their mortgage payments maintained? * If the applicants had a mortgage, did they make or made alternative arrangement to pay or contact their lender? * If the client was renting did, they maintain their rental payments and if not did they make an arrangement to pay with their landlord? * What has changed in the applicant(s) circumstances since the or an IVA/DMP/CCJ/Default missed payments were registered? * What credit has the applicant(s) taken since IVA/DMP/CCJ/Default missed payments registered and have these payments been maintained? * How long have the applicant(s) been with their current employer? * What is the applicant(s) current residential status and for how long? * If the applicant(s) are applying for additional funds what is the purpose of these funds?   Please provide any supporting evidence with your referral and a completed affordability calculator |

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| Property Type | Semi Detached | Terrace | | Detached | Shared Ownership House | | Buy to Let House | Other (Add in Notes) | |
| Loan Type | First Time Buyer | Home mover | | Remortgage | Into/In Retirement | | Family Assist/Buy for Uni | 5.5 x Income | |
| Purchase Price/Valuation | £ | | Mortgage Amount/LTV | | | £ | | | % |
| Repayment Method | Capital Repayment | | Mortgage Term | | |  | | | |