



# Mortgage Process

**When it comes to getting on to the property ladder, buying an investment property or remortgaging your current home, there's so much information available that it can seem a bit overwhelming. I regularly get enquires from people who just don't know where to start! In light of this, I've detailed below the common steps that all clients go through when we are looking at their mortgage options.**

- 1. Let's work out what you can afford** When it comes to buying or remortgaging a property, lenders need to know that you'll be able to afford to repay the money you've borrowed. To work this out, they will do what's called an affordability assessment. This means they will assess your current income and outgoings and look at your credit history to decide how much you may borrow in the form of a mortgage. As part of my service, I'll gather all the relevant information from you and work out how much each lender will let you borrow. As there are so many lenders available, this can take a few days, so it's very important that we find out all your relevant information and you provide your documentation as soon as possible. (See reverse)
- 2. What price bracket can I look in?** Once I have confirmed how much you can borrow and added that figure to your deposit, we'll know what price bracket you can start looking in. In terms of your deposit, you'll need at least 5% of the purchase price as a minimum. The bigger the deposit you have, the less money you'll need to borrow in the form of a mortgage, and the cheaper the rate of interest the lenders will offer you.
- 3. Getting you the best deal** Now you've got your deposit saved, you know how much you can borrow, and you know what price bracket you can look in, the next step is to find a property that you like and put in an offer. Once you've had an offer accepted, I'll speak to the lender offering the cheapest deal that is most likely to accept your mortgage application, and I'll ask them to give us a Decision in Principle. This is an outline document confirming that the lender is happy to take you on as a customer.
- 4. Sending the paperwork** Next, a copy of the Decision in Principle and proof of your deposit are normally sent to the estate agent selling the property; I can help you with this. I'll then submit your full mortgage application and send the lender a copy of the documents gathered during our initial meeting.
- 5. Official offer** The lender will then get an independent valuation surveyor to carry out a mortgage valuation survey on the property. If the survey comes back positive (meaning they think the property is worth the value of the offer), then the lender will issue an official mortgage offer to us.
- 6. Completion** We'll both receive a copy of the official mortgage offer and so will your chosen solicitor. It's then down to the solicitor to complete the necessary legal work and arrange a completion date for you to get the keys to your new home!

## Mortgage Documentation

In order to process your mortgage application there are a few key documents that we will require.

**Proof of Identification:** Unexpired Passport or Driving licence

**Proof of Address:** Unexpired Driving licence or Utility bill dated within the last 3 months or current years council tax letter

**Proof of Income:**

**Employed:** Most recent 3 months' payslips and latest P60. 3 months personal bank statements. If you receive bonuses or commission, most recent 6 months' payslips and latest P60. 6 months personal bank statements.

**Sole Trader:** Most recent 3 years Tax Calculations and Tax Year Overviews. 3 months personal bank statements. 3 months business bank statements.

**Limited Company Director:** Most recent 3 years Tax Calculations and Tax Year Overviews. Most recent 3 years business accounts. 3 months personal bank statements. 3 months business bank statements

**Retired:** Most recent pension statement and latest P60. Pension forecast if borrowing into retirement

**Credit Report:** I will send you a link to download a free copy of your report

**Existing Mortgages:** Current outstanding balance and terms for each mortgaged property. Tenancy agreements for rental properties. Proof of rental income profit (Most recent Tax Calculations and Tax Year Overviews)

**Existing Insurance Policies:** Life assurance, Critical illness, Income Protection, Landlord insurance, Buildings & Contents insurance.

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