

# REGISTRATION FORM FOR MORTGAGE INTERMEDIARIES

- Please complete and return this form to [intermediaries@penrithbs.co.uk](mailto:intermediaries@penrithbs.co.uk) prior to submitting your first application.
- Enquiries about registering? Please call us on 01768 863675.
- Appointed Representatives of Sesame, MAB, Openwork, HL Partnership, Stonebridge, The On-Line Partnership Ltd, New Leaf Distribution and The Right Mortgage Network do **NOT** need to complete sections marked **♦**.




## FIRM INFORMATION

<b>FIRM NAME</b> <i>(AS REGISTERED WITH THE REGULATOR)</i>				
<b>TRADING NAME</b> <i>(IF DIFFERENT TO ABOVE)</i>				
<b>FINANCIAL SERVICES REGISTER REF. NO.</b>				
<b>PRINCIPAL OF FIRM</b>				
<b>FIRM REGISTERED OFFICE</b>				<b>POSTCODE</b>
<b>CORRESPONDENCE ADDRESS</b> <i>(IF DIFFERENT TO REGISTERED OFFICE)</i>				<b>POSTCODE</b>
<b>MAIN TELEPHONE NUMBER</b>				
<b>MAIN EMAIL ADDRESS</b>				
<b>MAIN FAX NUMBER</b>				
<b>REGULATORY STATUS</b>	<b>DIRECTLY AUTHORISED</b>		<b>APPOINTED REPRESENTATIVE</b>	
<b>MORTGAGE CLUB DETAILS</b> <i>(FOR DIRECTLY AUTHORISED ADVISORS ONLY)</i>	<i>PLEASE CONFIRM YOUR PREFERRED SUBMISSION ROUTE</i>			
<b>NETWORK DETAILS</b> <i>(FOR APPOINTED REPRESENTATIVES ONLY)</i>	<i>NETWORK NAME</i>		<i>NETWORK FINANCIAL SERVICES REG REF NO.</i>	
<b>PROFESSIONAL INDEMNITY INSURANCE ♦</b>	<i>INSURER</i>	<i>POLICY NO.</i>	<i>EXPIRY DATE</i>	<i>COPY ATTACHED?</i>
				YES NO
<b>INFORMATION COMMISSIONER'S OFFICE</b> <i>(DATA PROTECTION REGISTER)</i>	<i>DATA CONTROLLER</i>	<i>REGISTRATION NO.</i>	<i>DATE REGISTERED</i>	<i>EXPIRY DATE</i>
<b>PROCURATION FEES – PAYABLE TO ♦</b>	<b>FIRM?</b>		<b>NETWORK?</b>	
<b>IF FIRM:</b>	<b>SORT CODE:</b>		<b>ACCOUNT NO:</b>	
	<b>ACCOUNT NAME:</b>		<b>BANK NAME:</b>	

More than one advisor to register?  
Please ask **each** advisor to complete PAGE 2 of this form.

## INTERMEDIARY DETAILS

Please note, inactive advisors (those who don't submit business in a 12-month period) will be removed from panel, therefore, you should only register if you are likely to submit business in the immediate future. Finally, please do let us know if you'd like us to stay in touch by completing the marketing preferences column. We don't issue marketing material often, but when we do – it's usually something really exciting!

FULL NAME OF ADVISOR		EMAIL ADDRESS		JOB TITLE		
MOBILE NO.		OFFICE ADDRESS		STAY IN TOUCH?		
				 <input type="checkbox"/>	 <input type="checkbox"/>	 <input type="checkbox"/>
OFFICE TEL. NO.				BUSINESS ACTIVITIES		
		POSTCODE		RESI <input type="checkbox"/>	BTL <input type="checkbox"/>	CBTL <input type="checkbox"/>

## DECLARATION & GENERAL TERMS OF BUSINESS

	YES	NO
I hold current authorisation from the Regulator for advising on and arranging mortgages or I am an appointed representative of a firm that is authorised by the Regulator for conducting such activities.		
I confirm that I will continue to hold the relevant permissions with the FCA to conduct Consumer Credit Activities and Professional Indemnity Insurance cover at all times.		
I will notify Penrith Building Society if I am investigated for breach of the Financial Services and Markets Act 2000, investigated by any other regulatory body or if my registration with the Regulator is terminated.		
I confirm that I actively apply all of the Treating Customer Fairly outcomes and comply with all applicable aspects of MCOB, at all times, with my customers.		
I confirm that I will always have my customer's authority to act on their behalf, and their permission to pass information to the Society.		
I confirm that all applicants will be informed that when the Society searches their credit file, to assess either a DIP or an application, a record of that search will be left (i.e. it will leave a hard footprint on the customer's records).		
I confirm that in accordance with current Anti Money Laundering Regulations, I will have undertaken appropriate 'Know Your Customer' checks including the verification of identity and recording the details of all mortgage applicants before passing applications to Penrith Building Society.		
I confirm that any information Penrith Building Society holds about me, including the quality and persistency of applications I present, may be used for monitoring and management information purposes. This may be shared with the principal within my own organisation and the risk & compliance team of any Network I am a member of.		
I indemnify Penrith Building Society in respect of any liability, losses, damages or costs it may incur arising from a breach of my warranties and/or obligations, imposed by these terms of business, or by reason of any misrepresentation or negligent, or fraudulent act or default by me.		
I agree to Penrith Building Society making checks as they deem necessary prior to appointing me to their intermediary panel, and at any future time, including credit checks, business searches and ongoing business reviews. I accept that the Society reserves the right to end my panel appointment at any time.		
I confirm that I have read and fully understood the terms and conditions of Penrith Mortgage Hub which are found on the Society's website page.		
I confirm that I will only submit business for my own customers and I will not process or submit any business through us on behalf of another intermediary.		

By joining our panel, you agree to accept our general terms of business for intermediaries, as above. The Society reserves the right to remove you from its intermediary panel if you do not adhere to the general terms. We reserve the right to request further information as needed.

SIGNED		DATE	
NAME		POSITION	