

HOME INSURANCE

We require that your property is insured for the full reinstatement value, on or before completion of your mortgage.

Protecting your property and its contents is an important decision and we feel that you should be able to select the level of cover to meet your own requirements.

Penrith Building Society is appointed as an introducer of general insurance business to Mortgage Advice Bureau Ltd (MAB). Penrith Building Society and Mortgage Advice Bureau Ltd (MAB) are authorised and regulated by the Financial Conduct Authority.

In accordance with the Introducer's Data Protection Licence, Penrith Building Society undertakes to pass Mortgage Advice Bureau Ltd (MAB) your details to enable contact to be made. Your general Insurance needs will be discussed and assessed appropriately and where applicable quotations and all necessary insurance arrangements will be provided.

If you wish to be referred please tick the box and confirm the best contact details to enable Mortgage Advice Bureau Ltd (MAB) to make contact at a convenient time to you. ☐

As a condition of the loan we require that you insure the property for at least the full rebuilding cost using an index-linked policy. For peace of mind we recommend that you combine your Buildings and Contents insurance.

We will require details of your Insurance Provider and a copy of your current insurance schedule. Please tick to confirm this has been supplied. ☐

INSURANCE DECLARATION

If I/we do not take advantage of the Society's household insurance, I/we understand and agree to:

- 1) Accept sole responsibility for the choice of insurer, the sum insured, the extent of cover and the financial consequences of any terms, conditions or excesses imposed.
- 2) Ensure the sum insured is not less than the rebuilding figure given in the valuation report and is index-linked annually.
- 3) Ensure that the cover provided by the policy includes financial protection against loss or damage to the property for all major insurable perils, including but not restricted to: Fire, Flood, Storm, Theft, Escape of Water, Malicious Damage, Subsidence, Landslip and Heave and Legal Liability.
- 4) The interest of Penrith Building Society is noted on the policy and a copy of the policy schedule confirming this is forwarded for the Society's records.
If you change insurance company within the term of the mortgage a copy of the new policy schedule should be provided to the Society.
- 5) Undertake to pay all premiums as they fall due to maintain the policy cover for the life of the mortgage.
- 6) The Society accepts no responsibility for any loss suffered by me/us in connection with the insurance of the property, however caused.

Applicant 1

Signature(s)

Date

Applicant 2

Date

PROTECTING YOUR MORTGAGE PAYMENTS

The Society suggests you give consideration to protecting your mortgage payments. There are providers of Payment Protection Insurance and products designed to protect you against loss of income. For impartial information about insurance, please visit the website at www.moneyadvice.service.org.uk

IDENTIFICATION VERIFICATION

Your identity will need to be verified. For a list of acceptable documentation, please see “A Guide to Mortgage Services” booklet for additional information.

Non ‘Face to Face’ Applications

If you are applying for a mortgage without meeting one of our staff in person, then an additional name or address identification document is needed for each applicant. Please see “A Guide to Mortgage Services” booklet for additional information.

Please note: Original documents (not certified copies) may be requested.

IMPORTANT NOTICE

We recommend that if you are sending items through the post, please enclose them securely and send them to us by “SIGNED FOR” or “SPECIAL DELIVERY” post.

DECLARATION (PLEASE READ CAREFULLY & SIGN)

1. I/We agree to become bound and abide by the Rules of the Society.
2. I/We declare that I am/we are aged 18 or over and that in applying for this loan on the property described in this application, I/we declare that all the information provided herein is, to the best of my/our knowledge, accurate and complete and, that it will form the basis of any Offer of Advance by the Society and any Insurance made by the Society's Insurer's.
3. If I/we give you false or inaccurate information and you suspect fraud, you will record this. You may pass information to the police and authorities involved in fraud prevention to protect yourselves and your customers from theft and fraud. You may decide to decline my/our application.
4. I/We undertake to notify the Society of any changes in my/our circumstances, eg. redundancy, change of employment, relationship breakdown, serious illness or injury, etc, which arise following the completion of this form.
5. It has been recommended that I/we obtain a fuller inspection and report on the proposed property and not to rely solely on the Society's Valuation Report, when deciding whether or not to proceed. If I/we have chosen the Valuer's report, I/we understand that it is only for the use of the Society to enable it to decide whether the property is a suitable security for any advance made and does not imply that the price paid is reasonable. I/We also understand that the Valuer's report is not a detailed survey and cannot be relied upon to reveal any faults or defects to the property nor that the property is constructed of sound materials. I/We understand that no responsibility is accepted by the Society or its Valuer for any omissions, conclusions, or the accuracy or validity of any statements or opinions made or implied in the valuation report. I/We understand that the Valuer's report is not a structural survey and that if a structural survey is required it must be obtained independently at my/our expense.
6. If applicable, I/we may have to show where the money for the deposit on the property I/we am/are buying came from.
7. I/We understand that the first named applicant shall be the representative joint borrower entitled to exercise the rights of membership.
8. I/We understand that the Society will keep any commission, fees or allowances which, become due to it from Insurers.
9. *Not applicable to further advances* – I/We confirm that the deposit towards the purchase price, stamp duty, legal and other fees and charges will be provided by me/us without recourse to additional borrowing unless already known to and agreed in writing with the Society beforehand.
10. I/We authorise the Society to supply a copy of the Offer of Advance and to provide any other information about my/our application and any subsequent loan advanced by the Society to an insurer, where any general, life or pension policy forms part of the loan agreement or any intermediary who submits this application on my/our behalf if so requested by them.
11. I/We authorise my/our Solicitor to disclose to the Society all information relevant to the Society's decision to lend and I/we waive any right to claim Solicitor/Client confidentiality or legal privilege in respect of such information.
12. I/We understand that you may disclose information about me/us, my/our application and any subsequent loan to your external auditors and regulatory bodies including the Prudential Regulation Authority, Financial Conduct Authority, Financial Ombudsman Service, agents and service providers.
13. I/We give permission to the Society to discuss with HMRC, information which I/we have supplied in relation to my current tax reference, national insurance number and employment details together with earnings from the previous tax year

14. The Society does not warrant by the making of an advance that the price agreed to be paid for the property is reasonable.
15. Penrith Building Society is committed to protecting and respecting your privacy and will treat all your personal information as private and confidential (even when you are no longer a borrower).

Your Rights

For the purposes of General Data Protection Regulation, the Society is the Data Controller responsible for the processing of your personal data. You have the right to request in writing a copy of the details held about you and where necessary the right to object to certain processing, the right to correct, sometimes delete and restrict the personal data the Society uses. In addition, you have the right to complain to the Society and the Information Commissioners Office, which enforces data protection laws, at <https://ico.org.uk>.

As a result of the General Data Protection Regulation, we have published a Privacy Notice to make it easier for you to find out how we use and protect your information.

A copy of the Privacy Notice will be provided to you on completion of your mortgage, however you can also view this on the Society's website www.penrithbs.co.uk or a copy can be picked up in Branch.

Where you have provided your consent to the Society, such as to receive marketing materials, you have the right to withdraw it at any time. You can do this by calling into the Branch, phoning us on 01768 863675 or writing to us at 7 King Street, Penrith, Cumbria, CA11 7AR.

How we use your data

- a) The Society will only retain your personal data only for as long as necessary to administer your account in line with regulatory and legal requirements.
- b) The Society processes your personal information to enable it to provide a service for its members and customers which may include managing your accounts, maintaining its own accounts and records, supporting staff training and development, promoting its services; undertaking market research and the provision of financial services and advice.
- c) If false and inaccurate information is provided and fraud is identified, your details will be passed to fraud prevention agencies.
- d) The Society requires a lawful reason to process your personal data and for some processing more than one legal basis may be relevant (except where the Society relies on Consent). The Society uses the following reasons to process your personal data: Consent, Performance of a Contract, Legal Obligation and Legitimate Interests.

Nothing about your accounts nor your name and address will be disclosed to anyone, including any organisation of which the Society is an agent, other than in certain exceptional cases permitted by law. These are:

- Where the Society is legally compelled to do so;
This will not be used as a reason for disclosing information about you or your accounts (including your name and address) to anyone else including other organisations of which the Society is an agent for marketing purposes;
- Where there is a duty to the public to disclose;
- Where disclosure is made at your request or with your consent.

Information which you provide to the Society or which is obtained by the Society through dealings with you may be held on the Society's computers and in other ways and used to administer your account, for statistical analysis, for debt collection and fraud prevention and to bring to your attention (by mail, telephone, email or otherwise) products or services of the Society or other selected suppliers which may be of interest to you.

Where the Society requires, or is requested by you to provide, buildings, contents, creditor (income protection), or other insurance cover information which you provide to the Society may be passed to the relevant Insurer. Such information may be used for the assessment of insurance risk, administration of your account, claims processing, debt collection and the prevention of fraud.

The Society may search the files of one or more Credit Reference Agencies when assessing your application. We obtain personal information from other third-party sources such as Fraud Prevention Agencies, Credit Referencing Agencies or other organisations to assist in prevention and detection of crime. Whether or not the application proceeds, a record of such a search will be recorded against your file with the agency and other agency users may see that record. In the case of joint applications the searching of the Credit Reference Agency's files will result in a financial connection between each of the applicants being established at the Credit Reference Agency. You may contact the Society to find out which agency has been used so that you can obtain a copy of the details that the agency holds about you.

Please contact the Society if you have any questions about the information we hold about you:

- Phone: 01768 863675
- Write to: Penrith Building Society, 7 King Street, Penrith, Cumbria, CA11 7AR
- Email: DPO@penrithbs.co.uk

You should advise the Society if at any time you become aware of any information held by the Society about you being inaccurate.

If the Society intends to take possession of your property, you will be advised that this information may be disclosed to credit reference agencies.

16. I/We consent to the Society using and disclosing the information contained in my/our application form and about my/our account in the following ways.

- Passing the report and valuation to any other firms of valuers or surveyors if any further inspection or re-valuation is required at any time;
- Using particulars in this application, any supporting documents or information, whether relating to the property or not, the mortgage and conduct of the mortgage account and any information or documentation involving me or the property (which may include sensitive information) for initial and ongoing credit assessment purposes and in connection with the taking out of the mortgage, operation and statistical analysis of my/our mortgage account and to the passing of this information to the Society's agents and third party processors if this is necessary for any of these purposes. The Society is based in the UK, but sometimes your personal information may be transferred outside the UK, but within the European Economic Area (EEA). If it is processed within the EEA then it is protected by European data protection standards. I/We further consent to the Society passing the same to any transferee, potential transferee, guarantor, potential guarantor of the mortgage and their legal or mortgage intermediary;
- Passing any details relating to the mortgage application up to and including completion of the loan to any mortgage intermediary who introduced my/our application to the Society.
- Information about the mortgage including the purpose of the loan, its amount, any sums secured, the interest rate, the term of the loan and the repayment details to any person or guarantor who is required to sign the Society's standard Form of Consent or their legal advisers;
- Information on undisputed personal debts which are in default and where no satisfactory proposals for repayment have been received by the Society following formal demand, being passed to a credit reference agency;
- In the event of the property to be mortgaged being repossessed by the Society information being passed to a credit reference agency or similar body

including any mortgage indemnity guarantee provider;

- Disclosure to regulatory bodies for the purpose of monitoring compliance with any regulatory rules and to the Financial Ombudsman Service for the purpose of complaints investigation;
- To make enquiries of authorised referees and licensed credit reference agencies who will supply the Society with credit information, as well as information from the Electoral Register; the agencies will record details of the search whether or not this application proceeds. The Society will use credit search methods to assess this application and to verify my/our identity. The Society may also make periodic searches of group records, credit reference agencies and fraud prevention agencies to manage my/our account and carry out ongoing credit risk assessment and statistical analysis of the performance of my/our account. These further searches will not be seen or used by other lenders to assess my/our ability to obtain credit. Credit searches and other information which is provided to the Society and/or the credit reference agencies, about me and those with whom I/we are linked financially may be used by the Society and other companies if credit decisions are made about me/us, or other members of my/our household. This information may also be used for debt tracing and the prevention of money laundering as well as the management of my/our account;
- Using my/our information to help develop and improve the products and services offered to me and other customers;
- To prevent or detect fraud or to assist in verifying my/our identity, the Society may make searches of fraud prevention agencies who will supply information. The Society may also pass information to financial and other organisations involved in fraud prevention to protect it and its customers from theft and fraud. The Society and other companies may use this information if decisions are made about me or others at my/our address(es) on credit or credit-related services or motor, household, credit, life or any other insurance facilities. It may also be used for tracing and claims assessment;
- If false or inaccurate information is provided and fraud is identified, details will be passed to fraud prevention agencies to prevent fraud and money laundering;
- Further details explaining how the information held by fraud prevention agencies may be used can be obtained by writing to the Head of Mortgages, Penrith Building Society, 7 King Street, Penrith, Cumbria, CA11 7AR;

- Passing relevant information to insurers in connection with any application for household or income protection insurance;
- We may contact HM Revenue and Customs, Department for Work and Pensions, any lender, landlord, employer or professional adviser named on this form to obtain information to enable us to confirm any income received and payments made.

17. I/We undertake to pay any valuation fees incurred in providing the Society with a valuation of the property whether or not the loan applied for is granted.

The Society may refuse to grant a loan for any of the following reasons:
the condition of the property / the property not providing adequate security for the advance / the applicant not fitting the Society's lending criteria /

subsequent enquiries revealing that details given by the applicant are materially incorrect or misleading / the loan not being taken up within the stated period of the offer / a material change in the circumstances of the applicant which could adversely affect their ability to repay the loan.

18. I/We authorise the Penrith Building Society to make reference to any party, including credit reference agencies, that the Society deems necessary in support of the application, and

19. I/We authorise any party approached by the Society for such reference, to furnish any information so requested.

20. I/We understand that the Society will endeavour to communicate with me/us through our preferred communication method, however, there may be instances, where the Society is obliged to contact me/us in an alternate manner.

I/We confirm there have/have not* been any changes in our circumstances since the mortgage advice was given.
(If there have been any changes you must notify the Society as this may affect our recommendation.)

* Please delete as appropriate

All applicants to sign

I/We agree to my/our information being used for marketing purposes, if this box is ticked – Applicant 1 ☐ Applicant 2 ☐

Preferred Marketing Method – Applicant 1	Post <input type="text"/>	Email <input type="text"/>	Telephone <input type="text"/>
Preferred Marketing Method – Applicant 2	Post <input type="text"/>	Email <input type="text"/>	Telephone <input type="text"/>

	Applicant 1	Applicant 2
Signature(s)	<input type="text"/>	<input type="text"/>
Print Name(s) in Full	<input type="text"/>	<input type="text"/>
Date	<input type="text"/>	<input type="text"/>

If a **person other than the applicant(s)** has completed this form, that person must sign the declaration below.

I hereby certify that I have checked the details given on this form, and that they are true and correct to the best of my knowledge.

Signature	<input type="text"/>
Print Name in Full	<input type="text"/>
Date	<input type="text"/>

**THINK CAREFULLY BEFORE SECURING OTHER DEBTS AGAINST YOUR HOME.
YOUR HOME MAY BE REPOSSESSED IF YOU DO NOT KEEP UP REPAYMENTS ON YOUR MORTGAGE.**



Penrith Building Society

Head Office: 7 King Street, Penrith, Cumbria, CA11 7AR

Tel: 01768 863675

www.penrithbs.co.uk

Telephone calls may be monitored and/or recorded for security and training purposes.

Penrith Building Society is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.

Financial Services Register Number: 164473

REFERENCE AUTHORITY

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- 2. I/We authorise any party approached by the Society for such reference, to furnish any information so requested.

	Applicant 1	Applicant 2
Signature(s)	<div></div>	<div></div>
Name(s)	<div></div>	<div></div>
Date	<div></div>	<div></div>