

## Checklist:

Please ensure you have done the following before you return the application form:

**Please send TWO separate sets of copies for each item, one copy of each item in each set.**

1. Enclose a photocopy of your passport:  
UK/EU passport (page with photo only)  
Overseas Passport (page with photo, name, details, & page with permanent stay visa)
2. Copy of recent three months utility bills for each applicant.
3. Copy of recent credit card statement & bank statements for past three months.
4. Copy of recent Mortgage statement showing past 12 months payments.  
( Remortgage applications only )
5. Copy of P60, and recent three months pay slips.
6. Valuation fee. (as discussed with your advisor)
7. Mortgage application fee. (as discussed with your advisor)
8. Fully completed Application form.
9. Please ensure that you have read and signed the declaration.

Once you have done all of the above, and are ready to proceed, please post this application form, all the above relevant documents and Cheque to:

Mortgage-Plus  
83 Channings  
215 Kingsway  
Hove, Sussex BN3 4FU

Tel: 0870 240 1275  
Fax: 0871 277 1236

Please make all cheques payable to Mortgage-Plus, and write your surname & full postcode on the back of the cheque. Applications will not be processed until full payment is received.

Missing paperwork will delay you application process, please inform us if some thing can not be provided we may be able to advise you on an alternative item to enclose.