



**Guarantors on Mortgage Applications, updated Valuation Report and Valuer's Panel.**

**REMINDERS: Local Authorities signed up to Affordable Housing Scheme, Addresses noted on documents submitted**

## Important Update: Guarantors on Mortgage Applications

### Important Update: Guarantors on Mortgage Applications

On occasion, a parent may wish to support their child's mortgage application where that application does not fully meet The Mortgage Store criteria.

The preference is for this to be assessed under '**joint mortgage and sole title**'; going forward there will be **no appetite** to rely on a **Letter of Guarantee** provided by the parent.

On a strict case by case basis, we may consider '**joint mortgage and sole title**' applications provided the following can be clearly outlined in your credit memo:

- Rationale for the request: why do the customers wish to proceed on a Joint Mortgage Sole Title basis?
- Support for the request: why do you support the customers' request?
- Other supporting factors e.g. lower LTV, shorter term etc.
- Confirmation that the non-owning party on the proposed mortgage will sign a waiver stating they do not hold any interest in the property.

Please refer to your Relationship Manager for guidance.

## Valuation Report Form

### **Updated Valuation Report available on Broker Website**

We have made some small amendments to our Valuation Report form (attached). This has been distributed to our panel of Valuers.

The updated form is now available for download on our Broker Website. Please ensure to use this updated version and delete any locally saved versions.

## Valuer's Panel

### **Updated Valuer's Panel on Broker Website**

We have updated our Valuer's Panel on our Broker Website. As always please refer to the current Valuer's Panel when selecting a Valuer for your customer's applications.

## DocuSign reissue requests

### Minimum information required to reissue DocuSign Loan Offers

When requesting for a DocuSign Loan Offer to be reissued, please ensure the following information is provided:

- ✓ Email address for **each customer**
- ✓ Mobile phone number for **each customer**

## Affordable Housing Priority Agreement

### Local Authorities signed up to Affordable Housing Priority Agreement

We do not require a copy of the **priorities agreement** for any applications for affordable housing properties under the following authorities:

- ✓ Cork City Council
- ✓ Cork County Council
- ✓ Fingal County Council
- ✓ Meath County Council
- ✓ South Dublin County Council
- ✓ Waterford County Council
- ✓ Westmeath County Council
- ✓ Wicklow County Council

When submitting an application, the **Local Authority approval document** should be provided.

## Reminder – Property address on documents submitted

### Property address **MUST** match exactly with address on Formal Loan Offer

Please be reminded that the Property address noted on documents submitted should match exactly what that on Formal Loan Offer e.g. **Letter of Indemnity form, Valuation Report, BER Certs, Homebonds**

Similarly, the Correspondence address noted on documents submitted should match exactly what has been submitted on the application e.g. **Proof of Address**

Fulfilling the above request will facilitate us to accept the documents submitted on first receipt.