



Existing Property Declaration Form

USE THIS FORM IF YOU AND/OR OTHER APPLICANTS ARE:

- applying for a rental mortgage (Buy to let or Holiday let) and have up to 3 mortgaged rental properties or
- applying for a residential mortgage and have any additional properties which will remain on completion of this mortgage)

Please read this before completing the form

- You must save this document first before completing the details **(DO NOT USE A WEB BROWSER TO ENTER DETAILS)**.
- Open the form using Adobe Reader only.
- Complete the details, save and send it to us using our secure email facility (for more options see 'Part 4. How to send this form to us' on page 3).

Alternatively if you don't have Adobe Reader, complete the details online, print this form and send to us by fax, post or take it to any to any Leeds Building Society branch or scanned copies to us using the secure email facility.

If you need any help in completing this form, please contact us on 0345 848 0061.

Part 1. Application details

1.1 Application Reference Number(s) (Include application references of all mortgages you and other applicants are currently applying for with Leeds Building Society)

A	<input type="text"/>	B	<input type="text"/>	C	<input type="text"/>	D	<input type="text"/>
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1.2 Your name (If there are any other applicant(s), provide all their names)

1	<input type="text"/>	2	<input type="text"/>	3	<input type="text"/>	4	<input type="text"/>
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1.3 Details of properties you and other applicant(s) want to purchase or re-mortgage to Leeds Building Society.

(Please provide the relevant property details for each application reference number provided in section 1.1)

Application Reference	House/Flat name or number	Postcode	Estimated property value (£)	Property type				No. of bedrooms	Outstanding mortgage balance (£) (if applicable)	Applicable to rental properties only				
				Detached (D), Semi-detached (SD), Terraced (T) or Flat (F)						Type of rental	Start date of first tenancy (If re-mortgaging)		Gross monthly rental income (if currently let)	
				D	SD	T	F			Buy to let (BL), House of multi occupancy (HMO) or Holiday let (HL)	MM	YYYY		
A			£	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>			£
B			£	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>			£
C			£	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>			£
D			£	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>			£

Part 2. Existing rental and residential properties

2.1 Details of all background rental properties you and other applicant(s) own and which will remain on completion of this mortgage (include both mortgaged and owned outright properties)

1	House/Flat name or number	Postcode	Who owns the property Applicant(s)/ Other Parties (OP)					Estimated property value (£)	Property type Detached (D), Semi-detached (SD), Terraced (T) or Flat (F)				No. of bedrooms	Outstanding mortgage balance (£) (if applicable)	Type of rental Buy to let (BL), House of multi occupancy (HMO) or Holiday let (HL)			Start date of first tenancy		Gross monthly rental income (if currently let)
			1	2	3	4	OP		D	SD	T	F			BL	HMO	HL	MM	YYYY	
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			£
3			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			£
4			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			£
5			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			£
6			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			£
7			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			£
8			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			£
9			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			£
10			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			£
11			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			£
12			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			£
13			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			£
14			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			£
15			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			£
16			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			£
17			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			£
18			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			£
19			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			£
20			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		£	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			£

2.2 Details of all background residential properties you and other applicant(s) own and which will remain on completion of this mortgage (include both mortgaged and owned outright properties)

House/Flat name or number	Postcode	Who owns the property Applicant(s)/ Other Parties (OP)					Estimated property value (£)	Property status Main residence (Main), or Second home (Sec)		Enter these details if the property is currently mortgaged						
										Outstanding mortgage balance (£) (if applicable)		Repayment type Capital & Interest (C&I), Interest Only (IO) or Part & Part (P&P)			Outstanding mortgage term	
		1	2	3	4	OP		Main	Sec	C&I	IO	P&P	years	months		
1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£	<input type="radio"/>	<input type="radio"/>	£	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	years <input type="text"/> months	£
2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£	<input type="radio"/>	<input type="radio"/>	£	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	years <input type="text"/> months	£
3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£	<input type="radio"/>	<input type="radio"/>	£	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	years <input type="text"/> months	£
4		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	£	<input type="radio"/>	<input type="radio"/>	£	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	years <input type="text"/> months	£

PLEASE NOTE : If you have more existing properties to declare (rental and/or residential), please fill in a supplementary background rental and residential properties form and send it to us together with this form to enable us to fully assess your application.

Part 3. Declaration

Please read this declaration carefully and confirm to the following

I/We confirm that the information given is true, accurate, complete and not misleading to the best of my/our knowledge and belief. I/We acknowledge that the rental income from any properties that I/We own may be used when calculating affordability, and that I/We will notify Leeds Building Society promptly of any changes that may occur before the mortgage is completed.

The information provided in this form will be processed in accordance with our guide to the use of your personal information as set out in the mortgage application form or when applying for a Decision in principle. For a full copy of this guide please visit: <http://www.leedsbuildingsociety.co.uk/security/use-of-personal-information/>

I/We confirm the above information is accurate (complete as appropriate)

Applicant 1 (your name)	Date	Applicant 3	Date
Applicant 2	Date	Applicant 4	Date

Part 4. How to send this form to us

You can send this form to us online (using Our Secure email service)

1. Sign in to your secure service email account (<https://voltage-pp-0000.leedsbuildingsociety.co.uk/login>). If you don't have an account simply enter your email address and sign in which will create an account automatically for you.
2. Attach the saved form or if you've printed this form attach scanned copies.
3. Use email address lbssecuredirect@leedsbuildingsociety.co.uk, quoting your **Application Reference Number** as the subject line and send it to us.

Alternatively, you can return it to us by post, fax or in branch.

By post: Direct Mortgages, Leeds Building Society, Sovereign House, 26 Sovereign Street, Leeds, LS1 4BJ

By fax: 0113 225 7709

In branch: Simply return it to any Leeds Building Society branch. You can find your nearest branch at: (<http://www.leedsbuildingsociety.co.uk/find-a-branch/>)

PLEASE NOTE: If you are sending form to us electronically, to keep your data safe and secure you must use our Secure Email service only