

Introducer Details		Sub Introducer Details	
Name(s)		Name(s)	
Company		Company	
Tel		Tel	
Email		Email	

Loan Details			
Gross Loan		Introducer Fee	
Term		Exit Route	
Target Completion Date		Reason for the date	

What are the funds going to be used for? (tick all that apply)	Purchase	<input type="checkbox"/>	Refinance	<input type="checkbox"/>	Refurb / Development	<input type="checkbox"/>
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Borrower's Solicitor Details (minimum 2 partner firm)			
Name		Company	
Tel		Email	

Valuation Contact Details			
Name (Security 1)		Name (Security 2)	
Tel		Tel	
Email		Email	

Company Details (if lending to a company)			
Company/Firm name		Company reg number	
Registered office address		Trading address	

Bank Details for Drawdowns (if applicable)			
In the event that a new company or special purpose vehicle (SPV) is being created which doesn't yet have a bank account, no drawdowns will be possible until a bank account has been opened in the name of the borrowing entity. If the loan is being made to more than one individual person and those individuals do not hold a joint bank account, then the monies from each drawdown will be divided equally among each individual and you should include each person's bank account details.			
Bank Name		Account Name (must be in the name of the entity borrowing the money)	
Sort Code		Account Number	

## Applicant/Director Information

Applicant/Director 1					
Full Name		Previous Names			
Date of Birth		Nationality			
Full Home Address		Previous Address (if less than 3 years at current address)			
Date moved in		Date moved in			
Do you rent or own your main residence?		Rented	<input type="checkbox"/>	Owned <input type="checkbox"/>	
Home telephone number		Mobile number			
Email address		National Insurance Number			
Bank Account Name		Account Number			
Sort Code		Work telephone number			
Occupation		Gross income from this job			
Employer		Other income			
Employer's Website		Source of other income			
Have you been bankrupt, had any arrears on any secured loans/mortgages or had any CCJs in the past 3 years?				Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, please provide details:					

Applicant/Director 2*					
Full Name		Previous Names			
Date of Birth		Nationality			
Full Home Address		Previous Address (if less than 3 years at current address)			
Date moved in		Date moved in			
Do you rent or own your main residence?		Rented	<input type="checkbox"/>	Owned <input type="checkbox"/>	
Home telephone number		Mobile number			
Email address		National Insurance Number			
Bank Account Name		Account Number			
Sort Code		Work telephone number			
Occupation		Gross income from this job			
Employer		Other income			
Employer's Website		Source of other income			
Have you been bankrupt, had any arrears on any secured loans/mortgages or had any CCJs in the past 3 years?				Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, please provide details:					

\* If there are more than two applicants/directors, please complete more than one sheet.

## Proposed Security

Security 1									
Property Type	Land		Residential		Semi - Commercial		Commercial		
Charge Type	First Charge		Second Charge		Other				
Full Address					Current Value				
					Current Mortgage				
					Current Lender				
					Mortgage Acc No.				
Have you lived in the property?					Purchase Price				
Who currently lives in the property?					Purchase Date				
Do you ever intend to live in the property?	YES		NO						

Security 2*									
Property Type	Land		Residential		Semi - Commercial		Commercial		
Charge Type	First Charge		Second Charge		Other				
Full Address					Current Value				
					Current Mortgage				
					Current Lender				
					Mortgage Acc No.				
Have you lived in the property?					Purchase Price				
Who currently lives in the property?					Purchase Date				
Do you ever intend to live in the property?	YES		NO						

\* If you are offering more than two security properties, please complete more than one sheet.

## Refurbishment and Development Finance (complete only if a refurbishment or development application)

Proposed Works													
Security address	Works			Light		Medium		Heavy		Ground Up Development			
<i>Underwriting requirements subject to the levels of works against the Current Market Value (CMV): Light - 10%-50% of CMV, Medium - 50%-100% of CMV, Heavy - Over 100% of CMV</i>													
Overview of works													
Planning required	YES		NO		Planning granted	YES		NO		Planning reference			
Who will be completing the works / build (Company name)													
Have you attached a full schedule of works & costings including phases for development?										YES		NO	
Cost of Works	Timeframe to complete works			Gross Development Value (GDV)									

## Term Lending (complete only if a term application)

Buy to Let / Holiday Let / House in Multiple Occupation (HMO) and Serviced Accommodation									
Current Occupancy	Tenanted (non family member)			Vacant		Other			
Property Type	Buy to Let		HMO		Holiday Let		Serviced Accommodation		
Estimated / known annual rental income									
Expected timescale to secure a tenant									

## Assets and Experience

This section to be completed by all applicants, please complete more than one sheet.

### House (Primary Residence)

Address and Postcode	Year Purchased	Purchase Price	Current Value	Outstanding Mortgage	Mortgage Lender	Mortgage Acc Number	Mortgage Payments	Name of occupiers over 17 years old

### Property assets (if more than four please provide a separate asset statement)

	Address and Postcode	Property Type	Value	Outstanding Mortgage	Mortgage Lender	Mortgage Acc No	Mortgage Payments	Monthly Rental
1								
2								
3								
4								

### Borrower's past experience

	Address and Postcode	Description of previous project	Company details if applicable	Date the project finished	Profit made
1					
2					
3					

**Roma Finance Privacy Policy**

**Who we are**

We are Romaco Limited (company registration number 07232590) and our registered office is at 15 Carnarvon Street, Manchester M3 1HJ. This privacy notice applies to us, and to all the companies in our group, being Romaco SPV 1 Ltd (company registration number 09732416), Romaco SPV 2 Ltd (company registration number 10179215), Romaco SPV 3 Ltd (company registration number 10518586), Romaco SPV 4 Ltd (company registration number 1111729), Romaco SPV 5 Ltd (company registration number 11112580) and Romaco SPV 6 Limited (Reg No 11698938) and Romaco SPV 7 Ltd (Reg No 12006443), all of which also trade as Roma Finance.

This privacy notice summarises how we collect and process your personal data. Full details on this can be found in our long form privacy policy which is available at [www.romafinance.co.uk](http://www.romafinance.co.uk) (or you may ask us for a copy).

**The data we collect about you**

We may collect, use, store and transfer different kinds of personal data about you which allows us to identify you as an individual. More details on the type of data we may collect about you is set out in our long form privacy policy (available at [www.romafinance.co.uk](http://www.romafinance.co.uk)).

We collect your personal data directly from you and from third parties connected to you, such as brokers and introducers. We may also collect data about you from publicly available sources, such as Companies House and from other third party sources such as credit reference, and fraud prevention, agencies. These agencies share personal data about you that is derived from, or used, in credit activity and who provide credit reporting, and/or fraud prevention, services. We use this information help us make the best possible assessment of your overall financial situation and history, to check your identity and to prevent criminal activity.

**How we use your personal data**

We will only use your personal data when the law allows us to. Most commonly, we will use your personal data where we need to perform the contract we are about to enter into, or have entered into, with you.

We will also use your personal data where it is necessary for our legitimate interests (or those of a third party) and your interests and fundamental rights do not override those interests (so, for example for our administration and record keeping purposes), and/or where we need to comply with a legal or regulatory obligation.

We may use your personal data to provide you with marketing communications from us if you have requested information or purchased products or services from us and, in each case, you have not opted out of receiving that marketing. You can ask us to stop sending you marketing messages at any time by contacting us at any time.

**Disclosures of your personal data**

To enable us to undertake our activities, we may have to share your personal data with third parties such as associated companies and/or third party service companies who provide some administration services for us (e.g. HR and IT) and our professional advisers.

We may also disclose your personal data to credit reference agencies to assist them in the collection and maintenance of personal data about you relating to your payment of debts and general credit worthiness, and with fraud prevention agencies to help prevent fraud and money laundering. They in turn may share this information with other organisations, such as other finance companies that you approach to provide you with products and services. We, and fraud prevention agencies, may also enable law-enforcement agencies to access and use your personal data to detect, investigate and prevent crime.

If we, or a fraud prevention agency, determine that you pose a fraud or money laundering risk, we may refuse to provide the services and financing you have requested, or we may stop providing existing services to you. A record of any fraud or money laundering risk will be retained by the fraud prevention agencies, and may result in others refusing to provide services, financing or employment to you. You can find out which fraud prevention agencies we use, or ask us any other questions about this, by contacting us (see details below).

We require all third parties to whom we supply your data to respect the security of your personal data and to treat it in accordance with the law.

The three main credit reference agencies in the United Kingdom, TransUnion (formerly called Callcredit), Equifax and Experian have created an industry-wide notice called the "Credit Reference Agency Information Notice" (CRAIN) which sets out clearly how they use and share personal data they receive about you and/or your business that is part of or derived from or used in credit activity. You can find a copy of this notice at hyperlink <https://www.callcredit.co.uk/legal-information/bureau-privacy-notice>

**Your legal rights**

You have rights under data protection laws in relation to your personal data, including the right to: (a) request access to your personal data; (b) request correction of your personal data; (c) request erasure of your personal data; (d) object to processing of your personal data; (e) request restriction of processing your personal data; (f) request transfer of your personal data; and (g) withdraw your consent.

You also have the right to make a complaint at any time to the Information Commissioner's Office, the UK supervisory authority for data protection issues ([www.ico.org.uk](http://www.ico.org.uk)).

Further details of these rights are set out in our long form privacy policy.

**Contact details**

**Our full details are:**

Full name of legal entity:	Romaco Limited
Name of Data Protection Officer:	Wendy Littman
Email address:	Wendy.Littman@romafinance.co.uk
Postal address:	15 Carnarvon Street, Manchester M3 1HJ

**Applicant's / Director's declaration**

I (or we if there is more than one applicant or director) agree and confirm that:

- 1) I have been provided with, and have read, Roma Finance's privacy policy and I understand how Roma Finance may collect, and use, my personal data, and what rights I have under Data Protection laws.
  - 2) Roma Finance may, in its sole discretion, decline my application for any reason whatsoever and is under no obligation to explain its rationale for declining my application. Additionally, Roma Finance may (again, for any reason) withdraw any offer of finance previously made to me without giving me any reason.
  - 3) Any valuation prepared in relation to this application is for Roma Finance's purposes only. Neither Roma Finance, nor the relevant valuer, has any responsibility to me for the accuracy of the valuation.
  - 4) Roma Finance and any associated companies can make such enquiries with credit reference, and fraud prevention, agencies in connection with this application as it considers necessary and I hereby authorise such agencies to provide this information to Roma Finance. I understand that multiple credit searches may affect my ability to obtain credit elsewhere. I also acknowledge that details of my conduct with Roma Finance (including any payment arrears and/or property repossession) may be disclosed to these agencies and that this information may be used by other lenders in assessing financial applications from me, and members of my household, and for debt tracing and fraud prevention purposes.
  - 5) Roma Finance, and any of its group, and associated companies, will use the information I have provided on this application for marketing purposes. I agree to this communication being: by email by telephone
- I understand that I can change these preferences at any time, as detailed in Roma Finance's privacy policy.
- 6) If this is a joint application, by making a joint application, I am creating a financial association with the other applicant/director(s). I am also confirming that I am entitled to:
    - a. disclose information about the other applicant(s) / director(s) and/or anyone else referred to by me in this application;
    - b. authorise Roma Finance to search, link and/or record information at credit reference agencies about me and/or anyone else referred by me in this application.
  - 7) If this is a sole application, information held about me by the credit reference agencies may already be linked to another individual who has an existing financial association with me. For the purposes of this application, I may be treated as financially linked and this application will be assessed with reference to any such "associated" records.
  - 8) The loan I am applying for will be secured against my property(ies) and that my property(ies) may be repossessed if I do not keep up repayments on any mortgage or any other debt secured on it/them.

1. By signing below, I confirm that the information given above is true, accurate and not misleading. If false or inaccurate information is provided and fraud identified, my details may be passed to fraud prevention agencies to prevent fraud and money laundering.
2. I understand that the loan I am applying for will be secured against my property(ies) and that my property(ies) may be repossessed if I do not keep up repayments on any mortgage or any other debt secured on it/them.
3. I accept and agree that:
  - a) Roma Finance may, in its sole discretion, decline my application for any reason whatsoever and is under no obligation to explain its rationale for declining my application;
  - b) If I have been introduced to Roma Finance by an introducer, such introducer is not an agent of Roma Finance and has no authority to bind Roma Finance in any way. Roma Finance is not responsible, and shall not be liable, for anything that the introducer may have said to me (orally, in writing or other)
  - c) If my loan application is successful, Roma Finance may pay commission to the introducer (in addition to any Introducer Fee detailed on the Application Form).
  - d) I have read and understood the Roma Finance Privacy Policy outlined above.

I/we authorise you to make such enquiries and obtain such confirmations and references as you may deem appropriate from any person or company, including credit reference agencies, insurance, mortgage or lending companies now or at any time in the future and that this information may be provided.

<b>Signed Applicant 1</b>		<b>Signed Applicant 2</b>	
<b>Print Name</b>		<b>Print Name</b>	
<b>Date</b>		<b>Date</b>	