

Lifetime Mortgages

Additional borrowing application



Address for adviser to return all paper work to:

Aviva Equity Release UK Limited, PO Box 520, Norwich NR1 3NG.

This application is to be used for all Aviva Lifetime Mortgages.

Existing Lifetime Mortgage Number

Have you enclosed your important documents?

Please tick the box to indicate all necessary documentation we have requested is enclosed.

Revaluation fee cheque (payable to Aviva Equity Release UK Limited)

Please note that if your lifetime mortgage allows you to make voluntary partial repayments, by taking this additional borrowing you won't be able to make any repayments for one year from when you receive your funds.

Guide to completing your application form

To help process your application quickly, please write clearly in BLOCK CAPITALS and answer all questions in full.

It's important that you answer all the questions on this application form fully, truthfully and accurately. This is because we'll use the answers you give to assess your application.

Even if you've already provided information in a previous application, you must provide it to us again on this application form.

If any of the information you give is not truthful, accurate and complete, then this could result in cancellation of the application, or withdrawal of, or amendment to any offer of additional borrowing. We must be told about any change to the answers given before we lend you the additional borrowing.

Note 1 - Property value:

A review of your property value will be required to apply for additional borrowing.

Note 2 - Additional borrowing:

We will use the review of your property value to calculate your additional borrowing amount. If the actual property value is lower than your estimate this will reduce the maximum amount available or could mean that there are no further funds available.

Note 3 - Solicitor:

We do not insist that you seek legal advice in relation to your additional borrowing but you may do so if you wish.

When you have completed all relevant sections of this application, please read and sign the declaration at the end (if you require more space please continue in 'Additional Information').

1 Personal details

1st Borrower

2nd Borrower

Title
(delete as appropriate)

Forename(s)

Surname

Marital status

Single
 Married
 Cohabiting
 Widowed
 Separated
 Divorced
 Civil partnership
 Dissolved civil partnership
 Separated civil partnership
 Surviving civil partner

Single
 Married
 Cohabiting
 Widowed
 Separated
 Divorced
 Civil partnership
 Dissolved civil partnership
 Separated civil partnership
 Surviving civil partner

Date of birth

Home telephone number

Other contact number

Email address

Current address

Joint applications – If the funds are being paid into a single account, both borrowers must be in agreement to this. Please provide the bank details below of where you wish the funds to be paid to.

Name of bank

Address of bank

Account number

Sort code

Name of account holder

Property Value/Purchase Price

(see note 1)

2 Loan details (see note 2)

Purpose of loan (for home improvements, please provide a detailed breakdown.
Use the additional information section on the following page to provide more information if you need to.)

Estimated cost

	£
	£
	£
	£
	£

Total amount of loan required

£

Lifestyle Flexible Option only:

Total loan amount made up of:

Existing cash reserve amount (if still available): £

Additional borrowing amount: £

Do you wish to set up a new cash reserve? yes no

If 'yes', please state the amount of the new cash reserve required

£

When would you like your money? / /

If you currently have an Inheritance Guarantee please confirm if you would like to:

- Maintain your Inheritance Guarantee %
- Reduce your Inheritance Guarantee % to %
- Remove your Inheritance Guarantee

If you change your mind about the amount you wish to borrow you can do this provided you haven't taken your money. If you have received your money then you won't be able to change your mind.

Personal Information

We collect and use personal information about you so that we can provide you with a lifetime mortgage product. This notice explains the most important aspects of how we use your information but you can get more information about the terms we use and view our full privacy policy at www.aviva.co.uk/privacypolicy or request a copy by writing to us at:

Aviva, Freepost, Mailing Exclusion Team, Unit 5, Wanlip Road Ind Est, Syston, Leicester, LE7 1PD

The data controller responsible for this personal information is Aviva Equity Release UK Limited as the provider of the product.

Personal information we collect and how we use it

We will use personal information collected from you and obtained from other sources:

- To provide you with a lifetime mortgage: we need this to decide if we can offer a lifetime mortgage to you and if so on what terms and also to administer your lifetime mortgage;
- To support legitimate interests that we have as a business:
 - We need this to detect and prevent fraud
 - We also use personal information about you to help us better understand our customers and improve our customer engagement. This includes profiling and customer analytics which allows us to make certain predictions and assumptions about your interests, make correlations about our customers to improve our products and to suggest other products which may be relevant or of interest to customers, which includes marketing products and services to you
- To meet any applicable legal or regulatory obligations: we need this to meet compliance requirements with our regulators (e.g. Financial Conduct Authority), to comply with law enforcement and to manage legal claims; and
- To carry out other activities that are in the public interest: for example we may need to use personal information to carry out anti-money laundering checks.

As well as collecting personal information about you, we may also use personal information about other people, for example other people who are occupants at the property which is subject to the lifetime mortgage. **If you are providing information about another person we expect you to ensure that they know you are doing so and are content with their information being provided to us. You might find it helpful to show them this privacy notice and if they have any concerns please contact us in one of the ways described below.**

The personal information we collect and use will include name, address and date of birth, financial information and details of your property. We may also need to ask for details relating to the health or criminal convictions of you or somebody else in relation to your application for a lifetime mortgage. We recognise that information about health and offences or criminal convictions is particularly sensitive information. Where appropriate, we will ask for consent to collect and use this information.

If we need consent to use personal information for a specific reason, we will make this clear to you when you complete an application. If you give us consent to using personal information, you are free to withdraw this at any time by contacting us. Please note that if consent to use this information is withdrawn we will not be able to continue to process the information you gave us for this purpose. This would not affect our use of the information where consent is not required.

Of course, you don't have to provide us with any personal information, but if you don't provide the information we need we may not be able to proceed with your application.

Some of the information we collect as part of this application may be provided to us by a third party. This may include information already held about you within the Aviva group, including details from previous quotes and claims, information we obtain from publicly available records, our trusted third parties and from industry databases, including fraud prevention agencies and databases.

How we share your personal information with others

We may share your personal information:

- With the Aviva group, our agents and third parties who provide services to us, funding partners and other financial services organisations to help us administer our products;
- Your lifetime mortgage intermediary and other third parties providing services to them;
- With regulatory bodies and law enforcement bodies, including the police, e.g. if we are required to do so to comply with a relevant legal or regulatory obligation;
- With other organisations including other financial services organisations, public bodies and the police (either directly or using shared databases) for fraud prevention and detection purposes;

Some of the organisations we share information with may be located outside of the European Economic Area (“EEA”). We’ll always take steps to ensure that any transfer of information outside of Europe is carefully managed to protect your privacy rights. For more information on this please see our privacy policy or contact us.

Marketing

We also use personal information we hold about you across the Aviva Group to help us identify and tailor products and services that may be of interest to you. We will only communicate with you in accordance with any marketing preferences you have provided to us. We will continue to do this after your policy has ended.

If you wish to amend your marketing preferences, change how you would like us to communicate with you, or tell us to stop marketing to you, you can do so in the following ways:

Update in MyAviva

By phone: 01603 622200

By email: contactus@aviva.com

By Post : Aviva, Freepost, Mailing Exclusion Team, Unit 5, Wanlip Road Ind Est, Syston, Leicester, LE7 1PD

To see how you can change your preferences in MyAviva or view your choices for online advertising visit our full privacy policy at www.aviva.co.uk/privacypolicy

How long we keep your personal information for

We maintain a retention policy to ensure we only keep personal information for as long as we reasonably need it for the purposes explained in this notice. We need to keep information for the period necessary to administer your lifetime mortgage and deal with claims and queries in relation to this. We may also need to keep information after our relationship with you has ended, for example to ensure we have an accurate record in the event of any complaints or challenges, carry out relevant fraud checks, or where we are required to do so for legal, regulatory or tax purposes. We will also use this information for marketing purposes.

Your rights

You have various rights in relation to your personal information, including:

- the right to request access to your personal information,
- correct any mistakes on our records,
- erase or restrict records where they are no longer required,
- object to use of personal information where this use is based on our legitimate business interests, including for profiling and marketing
- ask not to be subject to automated decision making if the decision produces legal or other significant effects on you, and

- data portability.

For more details in relation to your rights, including how to exercise them, please see our full privacy policy or contact us.

Contacting us

If you have any questions about how we use personal information, or if you want to exercise your rights stated above, please contact our Data Protection Officer by writing to them at Data Protection Officer, Aviva, Level 4, Pitheavlis, Perth, PH2 0NH.

If you have a complaint or concern about how we use your personal information, please contact us in the first instance and we will attempt to resolve the issue as soon as possible. You also have the right to lodge a complaint with the Information Commissioners Office at any time.

The Aviva group and its agents would like to contact you from time to time to provide you with updates and offers for Aviva's products and services tailored to you by direct marketing by post, phone, e-mail or text.

Tell us if you do not want to hear from us

How we keep you informed

You can tell us below if you would prefer not to hear about Aviva products, services, and promotions. You can always tell us if you change your mind.

Post

Email

Telephone

SMS/Text

Financial Crime

To verify your identity and prevent financial crime, your information may be used by any company within the Aviva group and may be shared with third parties who provide services to us, as well as other organisations where required to by law and regulatory requirements.

A record may be kept of any searches carried out and any suspicions of financial crime and related details may be retained and used to assist other companies for verification and identification purposes. The search is not a credit check and your credit rating should not be affected.

Additional borrowing to your Lifetime Mortgage should not be used to raise cash for the short term. If you can think of a time when you might wish to repay the loan in full, other than on your death or when you move into long-term care, you should consider alternative types of finance. If you choose to repay the loan in full early you may have to pay a substantial early repayment charge.

This is a lifetime mortgage. To understand the features and risks, ask for a personalised illustration.

4 Declaration - must be completed by all borrowers

The Additional Borrowing Key Facts Illustration is important and you should take time to read it. You should have received one from your Financial Adviser. Please ask for a personalised illustration if you have not already received one. If there is anything that you do not understand then you should ask for further information.

Please read the following carefully before signing and dating the application.

- I am completing this application form as part of my application for additional borrowing to my Lifetime Mortgage.
- I am permanently resident in the United Kingdom.
- I have checked that all the information I have given in this application is truthful, accurate and complete.
- I understand that Aviva will use the information in this application to assess my eligibility for additional borrowing.
- I understand that if any of the information I have given is not truthful, accurate and complete, then this could result in cancellation of my additional borrowing application, or withdrawal of, or amendment to any offer of additional borrowing made to me.
- I understand that I will be responsible for all valuation fees, together with any other costs incurred on behalf of Aviva in connection with the additional borrowing whether or not it proceeds.
- I understand that the valuer's report is not a structural survey and, if a structural survey is required, it must be obtained independently at my expense.
- I understand that paying a revaluation fee does not mean that Aviva must approve my application for additional borrowing.
- I understand that if Aviva offer me additional borrowing this does not guarantee that my property is in good condition or of good construction.
- I agree to Aviva processing all information associated with my application and resulting additional borrowing as set out in the Personal information statement on page 5 of this application.
- I agree to Aviva verifying my identity as set out in the Financial Crime statement on page 5 of this application.
- My financial adviser has explained what the maximum early repayment charge may be and how this charge is calculated and if applicable; circumstances when the cash reserve may be decreased or cancelled.
- I understand that this additional borrowing is not designed to be repaid early in full and I accept that I am making a lifetime commitment.

The additional borrowing will be subject to the terms and conditions you were given when you took out your Lifetime Mortgage.

I have read the declaration above and the Personal information and Financial Crime statements.

Signature(s) of borrower(s)

1st Borrower

Date

2nd Borrower

Date

Intermediary Adviser's Declaration

I certify that

- I have given advice on this lifetime mortgage in accordance with MCOB
- I have passed an appropriate approved examining board's specialist examination in equity release and that I have provided/supervised the equity release advice and recommendation.
- I have not charged a fee for the advice given in relation to this lifetime mortgage (delete if not applicable)
- I have charged a fee of £ or % of loan amount for the advice given:

It will be taken at the time of application and is:

fully refundable

partially refundable

non refundable

It will be paid upon completion of your lifetime mortgage

- The Borrower does/does not have to take out house buildings insurance that I have recommended

Are you submitting this application via a network? yes no

If yes, name of network

Are you a member of a mortgage club? If so, please specify

Signature

Date / /

Print full name

Adviser's Details

Please send all paper work to Aviva Equity Release UK Limited, PO Box 520, Norwich NR1 3NG.

Company Name

FCA Registration No.:

Address

Email address

Telephone number

Please tell us who to contact with any updates or questions we might have about this application, if different to adviser.

Contact name

Contact telephone number

Contact email address

Supporting information

Has the existing Lifetime Mortgage number and the new quote reference number been written on the front of the application?

Application form: **Have both borrowers signed and dated the declaration in section 4?**

Introduction / Money Laundering certificate: **Borrower 1** **Borrower 2**

Survey fee (as stated on quotation): **Cheque enclosed**

Buildings insurance schedule: **Enclosed** **To follow**

Confirmation of Verification of Identity (CVI)

PRIVATE INDIVIDUAL

To be completed by an FCA Regulated Firm, EU Regulated Financial Services Firm or Non-EU Regulated Financial Services Firm.

Complete a separate certificate for all parties to the contract (e.g joint applicants, Trustees, Settlers, Third Parties including Beneficial Owners) where you have been required to undertake identification.

Full name of Customer*/ Trustee*/ Beneficial Owner*/ Third Party (provide relationship to applicant)* *Delete as applicable

Date of Birth / /

Current address

 Postcode

Previous address if applicant has changed address in last three months

 Postcode

FACE TO FACE/NON FACE TO FACE APPLICATION* *Delete as applicable

I certify that (please tick applicable section)

Section A

CONFIRMATION – FCA Regulated Firm

I/we confirm that

(a) the information in the section above was obtained by me/us in relation to the customer;

(b) the evidence I/we have obtained to verify the identity of the customer:

[tick only one]

meets the standard evidence set out within the guidance for the UK Financial Sector issued by JMLSG ;

or

exceeds the standard evidence (written details of the further verification evidence taken are attached to this confirmation).

CONFIRMATION – EU Regulated Financial Services Firm

We confirm that

(a) the information in section 1 above was obtained by us in relation to the customer;

(b) the evidence we have obtained to verify the identity of the customer meets the requirements of our national money laundering legislation that implements the EU Money Laundering Directive, and any relevant authoritative guidance provided as best practice in relation to the type of business or transaction to which this confirmation relates;

(c) where the underlying evidence taken in relation to the verification of the customer’s identity is held outside the UK, in the event of any enquiry from UK law enforcement agencies or regulators, copies of the relevant customer records will be made available under court order or relevant mutual assistance procedure, to the extent that we are required under local law to retain these records.

CONFIRMATION – Non-EU Regulated Financial Services Firm

We confirm that:

(a) the information in section 1 above was obtained by us in relation to the customer;

(b) the evidence we have obtained to verify the identity of the customer meets the requirements of local law and regulation;

(c) where the underlying evidence taken in relation to the verification of the customer’s identity is held outside the UK, in the event of any enquiry from UK law enforcement agencies or regulators, copies of the relevant customer records will be made available under court order or relevant mutual assistance procedure, to the extent that we are required under local law to retain these records.

Confirmation of Verification of Identity (CVI)

PRIVATE INDIVIDUAL

To be completed by an FCA Regulated Firm, EU Regulated Financial Services Firm or Non-EU Regulated Financial Services Firm.

Complete a separate certificate for all parties to the contract (e.g joint applicants, Trustees, Settlers, Third Parties including Beneficial Owners) where you have been required to undertake identification.

Full name of Customer*/ Trustee*/ Beneficial Owner*/ Third Party (provide relationship to applicant)* *Delete as applicable

Date of Birth / /

Current address

 Postcode

Previous address if applicant has changed address in last three months

 Postcode

FACE TO FACE/NON FACE TO FACE APPLICATION* *Delete as applicable

I certify that (please tick applicable section)

Section A

CONFIRMATION – FCA Regulated Firm

I/we confirm that

(a) the information in the section above was obtained by me/us in relation to the customer;

(b) the evidence I/we have obtained to verify the identity of the customer:

[tick only one]

meets the standard evidence set out within the guidance for the UK Financial Sector issued by JMLSG ;

or

exceeds the standard evidence (written details of the further verification evidence taken are attached to this confirmation).

CONFIRMATION – EU Regulated Financial Services Firm

We confirm that

(a) the information in section 1 above was obtained by us in relation to the customer;

(b) the evidence we have obtained to verify the identity of the customer meets the requirements of our national money laundering legislation that implements the EU Money Laundering Directive, and any relevant authoritative guidance provided as best practice in relation to the type of business or transaction to which this confirmation relates;

(c) where the underlying evidence taken in relation to the verification of the customer’s identity is held outside the UK, in the event of any enquiry from UK law enforcement agencies or regulators, copies of the relevant customer records will be made available under court order or relevant mutual assistance procedure, to the extent that we are required under local law to retain these records.

CONFIRMATION – Non-EU Regulated Financial Services Firm

We confirm that:

(a) the information in section 1 above was obtained by us in relation to the customer;

(b) the evidence we have obtained to verify the identity of the customer meets the requirements of local law and regulation;

(c) where the underlying evidence taken in relation to the verification of the customer’s identity is held outside the UK, in the event of any enquiry from UK law enforcement agencies or regulators, copies of the relevant customer records will be made available under court order or relevant mutual assistance procedure, to the extent that we are required under local law to retain these records.

Section B

I have not verified the identity of the Applicant for the following reason(s):

Low Premium Exemption Applied Please tick

Source of Funds Concession Applied Please tick

Adviser's Declaration

Please complete in all cases.

Jurisdiction

Full name of regulator firm

Name of regulator

Regulator reference number

Signed*

Name

Position

Date

Company stamp:

* This certificate must be signed by the person who has seen the original documentary evidence.

Explanatory notes

1. A separate confirmation must be completed for each customer (e.g joint holders, trustee cases, Beneficial Owners and joint life cases). A Beneficial Owner is an individual other than Trustees who have control over the management of a trust or other arrangement and any individuals that have an entitlement to more than 25% of the property of the trust. Where a third party is involved, e.g. a payer of contributions who is different from the customer, the identity of that person must also be verified, and a confirmation provided.
2. This form cannot be used to verify the identity of any customer that falls into one of the following categories:
 - those who are exempt from verification as being an existing client of the introducing firm prior to the adoption of local anti money laundering laws or regulation requiring such verification.
3. This confirmation must carry an original signature, or electronic equivalent.
4. Source of Funds concession – Premium Payer/Policyholder must be the same. No third parties allowed.