

18th February 2022

Mr P Fabian
Mrs K Fabian
Maesbrook Lodge
Church Road
Meole Brace
Shrewsbury
Shropshire
SY3 9HQ

Dear Mr & Mrs Fabian,

Mortgage Account Number: 70013784
Property Address: 75 Edgeworth Drive, Manchester, Greater Manchester, M14 6RS

Following on from your recent request, we're pleased to enclose our requirements to change from an individual name to a company.

We've enclosed the following supporting documents:-

- A European Standardised Information Sheet (ESIS) - this sets out many of the key terms, including the loan amount, interest rate(s) and any early repayment charges (ERCs). Please note that this ESIS is issued on the information we hold currently. Please read the ESIS carefully so you understand it
- A new Direct Debit instruction which you'll need to complete, sign and return to us
- A list of our current mortgage fees and charges

Please be assured that we're doing everything we can to help you with your request. To fully understand your limited company structure, please provide the following information:-

- 1) Details of the mortgage account(s) that you want to include in the legal transfer request
- 2) A cheque for **£150.00** to cover our administration fee (this is payable for each mortgage account)
- 3) Details of the limited company – including company name, registered address, registration number, date commenced trading, director and shareholder details (including the percentage of business owned by each shareholder)
- 4) It may be possible to increase your borrowing to cover the stamp duty, capital gains tax and legal costs applicable (these will be subject to affordability checks and product limits). Please confirm if this is an option you'd wish to consider and clarify the stamp duty and capital gains tax liabilities. Prior to offer, we'll also require confirmation of the amounts (listed above) in writing from your solicitor
- 5) Confirmation of the new mortgage product you have selected – you may choose from our BTL Specialist range and the product fee will be 50% reduction on the product fee advertised on our website. If you're currently on a fixed rate you must choose a new fixed rate product from our range, as your current ERCs will be waived. If you're on a variable rate with no ERC, our full product range will be available to you
- 6) A copy of your existing Assured Shorthold Tenancy for the property
- 7) Contact details for the solicitors acting on your behalf
- 8) Completed Direct Debit form for the Limited Company.

For customer service and training purposes, calls with Kent Reliance may be monitored and/or recorded.