

Buy to Let Criteria Guide

November 2018



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Applicant Criteria

Applicant Details

Minimum age	21
Maximum age	85 at end of term. For joint applications the age of the oldest application is used. The term cannot extend beyond the applicants stated retirement age.
Maximum applicants	2
Guarantors	Not accepted
First time landlords	Accepted where applicants are home owners

Maximum Allowable Adverse

CCJs/Defaults	None in last 6 months No more than 2 in months 7 to 12
Mortgage arrears	Arrears status of 0 in last 6 months None missed in the last 12 months
Unsecured arrears	Fixed Term - None in the last 6 months. Revolving credit - Missed payments considered On Pepper 24, 18, 12 and 6 products we will ignore 2 individual defaults (per application) up to and including £150.00 each where these defaults relate to utilities, communications or mail order providers .
IVA/Bankruptcy	Accepted where applicants have been discharged 6 or more years ago
Debt management plans	Accepted if satisfied over 12 months ago
Pay day loans	Accepted where the account closed more than 12 months ago
Repossessions	Accepted where repossession occurred more than 6 years ago
Please refer to the product guide for further details on each product level	

Nationality & Residency

Residential status	3 years UK residential address history required for all applicants
EU Nationals	Accepted subject to: <ul style="list-style-type: none">• 3 years UK residency• 3 years continuous UK employment history
Non EU Nationals	Accepted subject to: <ul style="list-style-type: none">• 3 years UK residency• 3 years continuous UK employment history• Indefinite rights to remain
Diplomatic immunity	Not accepted

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Income Criteria	
Income	
Minimum earned income	£18,000 per application
Foreign currency	Not accepted
Rental income	Cannot be the primary income source and only rental income evidenced on SA302s can be included

Employed, Self-Employed & Retired															
Employed	<ul style="list-style-type: none"> • Minimum of 6 months in current job with 12 months continuous employment • Day rate contractors accepted subject to being in a contract and able to demonstrate a minimum 12 months history. Calculate the income as the lower of 12 month average day rate amount or current contract day rate x 5 (days per week) x 46 (working weeks) • Contract employees considered provided 12 months employment with the same employer together with confirmation the contract will be renewed • 3 months' payslips with 3 months bank statements and last P60 • Applicants in a probationary period not accepted • Zero hour contracts acceptable if a permanent position with 2 years+ at same employer and stable income levels • Income from seasonal/temporary work not accepted • Directors with a shareholding of 25% or more will be underwritten as self-employed <table border="1"> <thead> <tr> <th>Income Type</th> <th>Proportion Considered</th> </tr> </thead> <tbody> <tr> <td>Basic salary</td> <td>100%</td> </tr> <tr> <td>Car allowance</td> <td>100%</td> </tr> <tr> <td>Weekly & monthly bonuses</td> <td>100%</td> </tr> <tr> <td>Quarterly & annual bonuses</td> <td>50% with 2 years evidence*</td> </tr> <tr> <td>Overtime</td> <td>Considered on case by case basis</td> </tr> <tr> <td>Commission</td> <td>Considered on case by case basis</td> </tr> </tbody> </table> <p>*Enter 100% on the online application and confirm the payment frequency</p>	Income Type	Proportion Considered	Basic salary	100%	Car allowance	100%	Weekly & monthly bonuses	100%	Quarterly & annual bonuses	50% with 2 years evidence*	Overtime	Considered on case by case basis	Commission	Considered on case by case basis
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Self-Employed: Sole Trader/Partnership	<ul style="list-style-type: none"> • Minimum of 1 year's accounts • 3 months' business account bank statements • SA302 accepted <p>Additional remuneration considered where applicants own 100% of the company:</p> <ul style="list-style-type: none"> • Directors car allowance • Directors pension contributions • Use of home as an office • Private health insurance <p>Where additional remuneration is to be added back, finalised accounts will be required</p>														
Self-Employed: Company Director	<ul style="list-style-type: none"> • Minimum of 1 year's accounts • 3 months' business account bank statements 														
Retired	Private pension accepted														

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Other Income Sources

Pension income	<p>State retirement pension (SRP) - latest annual statement of pension</p> <p>Private pension - latest payslip from pension provider or letter from pension provider with 3 months' bank account statements showing credits</p>
Secondary/additional income	Employment/self-employment income from a maximum of 2 sources per applicant considered. Benefits and maintenance may be included as additional income

Loan Criteria

Maximum LTV	<ul style="list-style-type: none"> • 80% • Up to £750,000 available to 80% LTV • Up to £1 million available to 75% LTV
Maximum term	35 years
Minimum term	5 years
Minimum loan	£25,001
Maximum loan	<ul style="list-style-type: none"> • £1 million (including fees) • Up to £750,000 available to 80% LTV • Up to £1 million available to 75% LTV
Number of mortgages with Pepper	<ul style="list-style-type: none"> • Maximum of 3 per applicant including any joint loans the applicants are party to • Can be a mixture of Buy to Let and Residential loans
Remortgage applications	Accepted where applicant has been the registered owner for the last 6 months at application
Repayment	<ul style="list-style-type: none"> • Capital & interest • Interest only to 80% LTV, supported by an acceptable repayment strategy and maximum age of 85
Portable	Products are not portable
Offer validity	90 days
Let to buy	Accepted
Right to buy	Not accepted

Deposit Criteria

Evidence of deposit	Required on all purchase applications
Applicants savings	Accepted
Capital raising remortgage	Accepted
Inheritance	Accepted
Gifted deposit	Not accepted
Unacceptable sources	<ul style="list-style-type: none"> • Builders deposit • Unsecured borrowing • Vendor deposit

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Property Criteria	
General Criteria	
New build definition	A property is to be considered new if it is a first sale by the builder However, properties which have not sold on physical completion will be considered on an individual basis
Minimum property value	£70,000
Locations considered	England, Wales & Isle of Wight
Retentions	Not offered
Acceptable property	<ul style="list-style-type: none">• Houses: Private and ex Local Authority or social housing• Flats & Maisonettes: Private only

Alternative Construction	
Timber framed construction	Modern timber framed properties clad with masonry are considered as acceptable Timber framed properties which are not deemed to be of a modern type clad with masonry will be reviewed on an individual basis and will be considered on their merits
Flying freeholds	Flying freeholds will only be considered up to 20% of the total property area
Coal mining and other forms of extraction	Any properties with a coal mining or metalliferous mining entry/feature within 20m of any building will not be considered
Electromagnetic fields	Any properties within 100m of above ground high voltage electrical supply apparatus will not be considered
Contaminated land	Where there is potential for contaminated land, a pass certificate must be available from an appropriate body
Japanese knotweed	Where a property has Japanese knotweed (or any other invasive weed) located within or immediately adjacent to the site defined as category 4, 3 or 2 in RICS paper IP 27/2012 will not be considered
Solar panels	Properties where solar panels have been installed and are subject to a lease agreement will not be considered If the solar panels are owned outright, the application will be reviewed on a case by case basis

Tenure	
Freehold	Houses only accepted
Leasehold	The lease must have a minimum unexpired term of 85 years at the time of application
Commonhold	Not considered

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Property Reports

Structural reports

Reports may be accepted from members of the following bodies:

- The Institution of Structural Engineers (www.istructe.org.uk)
- The Institution of Civil Engineers (www.ice.org.uk)

The report must be referred to the valuer for comment. If the report is not addressed to the applicant, written confirmation must be obtained from the originator that its contents may be relied upon by the applicant(s)

We will not lend on any property with either ongoing movement or where monitoring is required, where this is identified by either the valuer, or where evident in the structural engineer's report

The valuer may request additional reports from specific governing bodies

Specialist reports

We may require specialists' reports. These most commonly will be:

- Timber and damp, electrical, trees, cavity wall ties;
- Mining report (as these are obtained by the solicitors, a special condition is imposed at offer);
- Any such reports should be prepared by a reputable firm and should be forwarded to us for review and referral to the valuer

The valuer may request additional reports from specific governing bodies

Unacceptable Property

General

- New build properties without suitable warranty
- Properties suffering on-going structural movement or insurance claims
- Grade I & grade II* listed properties
- Back to back/cluster homes
- Properties located within 20m of a mine entry/feature
- Properties within 100m of above ground high voltage electrical supply apparatus (excluding small substations)
- Properties subject to compulsory purchase orders
- Large flying freeholds (greater than 20% of floor area)
- Japanese knotweed located within or immediately adjacent to the site, defined as category 4, 3 or 2 in RICS paper IP 27/2012
- Properties without an internal WC, bathroom or kitchen
- Properties subject to any onerous occupancy restrictions, including agricultural
- Shared ownership/shared equity schemes (only acceptable if applicant will own 100% of the interest on completion)
- Properties subject to enforcement notices
- Crofting properties/land
- Self-build properties
- Properties with a commercial element
- Non-standard construction

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Unacceptable Property	
Flats/Maisonettes	<ul style="list-style-type: none">• Flats in Local Authority or ex Local Authority owned blocks• New build flats/maisonettes• Flats with a gross external floor area less than 35m²• Flats above commercial premises• Studio flats• Freehold flats• Balcony access
Non-standard construction	<ul style="list-style-type: none">• Pre-cast reinforced concrete (PRC)• Cast-in-Situ concrete• Metal framed construction• Single skin• Large panel systems (LPS)• Modern methods of construction (MMC)
Flooding	Properties at significant risk of flooding or that cannot be suitably insured will not be considered
Restrictive covenants	<p>We are unable to consider any property with a restricted occupancy clause within the planning permission. For example, it can only be occupied for a maximum of 11 months in any one year</p> <p>Similarly, property that can only be used for retirement or sheltered accommodation is not accepted. This is the same for any property where a planning restriction (e.g. agricultural restriction) effectively limits a property's appeal on the open market</p> <p>Please note: for new builds we do consider Section 106 planning obligations</p> <p>We are unable to consider properties within a pre-emption period</p>

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Documentation					
Application Requirements					
Full mortgage application	Original fully signed and dated declaration Signed and dated direct debit mandate				
Proof of deposit (purchase)	Applicants bank statements				
Use of funds (remortgage with a further advance)	Breakdown of use of funds, after any debts have been discharged Account details and balance of any debts to be repaid				
Proof of address & identification	1. Any 2 documents from Table 1 or 2. 1 document from each table <table border="1" data-bbox="584 759 1493 1095"> <thead> <tr> <th>Table 1</th> <th>Table 2</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> Valid passport Valid photo card driving licence (full or provisional) National identity card Firearms certificate or shotgun licence Identity card issued by the Electoral Office for Northern Ireland </td> <td> <ul style="list-style-type: none"> Valid (old style) full UK driving licence Recent evidence of benefit entitlement Instrument of a court appointment Current council tax demand letter or statement Non internet generated bank statements and utility bills </td> </tr> </tbody> </table>	Table 1	Table 2	<ul style="list-style-type: none"> Valid passport Valid photo card driving licence (full or provisional) National identity card Firearms certificate or shotgun licence Identity card issued by the Electoral Office for Northern Ireland 	<ul style="list-style-type: none"> Valid (old style) full UK driving licence Recent evidence of benefit entitlement Instrument of a court appointment Current council tax demand letter or statement Non internet generated bank statements and utility bills
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Proof of income – employed	Paid monthly – Latest 3 consecutive months with P60 and bank statements Paid weekly – Latest 6 consecutive weeks with P60 and bank statements Bonus or commission acceptable provided that it is paid weekly/monthly Quarterly and annual bonus & commission acceptable at 50% provided evidence of 2 years previous payments is received				
Proof of income – self-employed	Sole Trader – Minimum 1 year's accounts or SA302s with 3 months' business bank statements Company Director – Minimum 1 year's accounts with 3 months' business bank statements				
Other sources of income	State Pension – Latest annual statement of pension/due on retirement Pension Credits – Latest Pension Credit Award Notice Private Pension – Latest annual statement of pension/due on retirement or Latest payslip from pension provider or Latest letter from pension provider confirming pension due on retirement				
Rental/mortgage history	Tenancy Agreement with 12 months bank statements confirming rental payments Last 3 years mortgage statement				
Portfolio landlords	Written asset and liabilities statement which includes details of: <ul style="list-style-type: none"> Levels of rent received on each property Outstanding mortgages Current values of each property Details of any void periods in last 12 months and brief overview of intentions for each property				