Credit Union Mortgage Application Form Teachers’ Union of Ireland Credit Union Limited

This Credit Union Mortgage Application Form is to be used solely where a Mortgage Loan is being applied for where the Mortgage Loan will be secured by a mortgage or charge on the applicant's principal private residence

Please read these notes carefully before reviewing and signing this form

This Credit Union Mortgage Application Form should only be completed by a member who is an individual applying for a loan for either of the following circumstances: (i) to purchase an immovable property as their principal private residence; (ii) to construct a property as their principal private residence; (iii) to carry out significant improvements to a house on the property that is used as their principal private residence; (iv) to acquire or retain property rights in land; or (v) to refinance a loan previously provided for their principal private residence.

Please answer all questions on the form. In order to enable your credit committee or credit officer to deal promptly with your application, the questions should be answered as fully as possible.

Warnings

**Warning:** If you do not meet the repayments on your credit agreement, your account will go into arrears. This may affect your credit rating, which may limit your ability to access credit in the future.

**Warning:** Your home is at risk if you do not keep up payments on a Mortgage Loan or any other Loan secured on it.

**Warning**: The payment rates on this Mortgage Loan may be adjusted by the Credit Union from time to time

**Warning**: The cost of your monthly repayments may increase

**Warning:** This new loan may take longer to pay off than your previous loans. This means you may pay more than if you paid over a shorter term.

Notice: Under the Credit Reporting Act 2013 lenders are required to provide personal and credit information for credit applications and credit agreements of €500 and above to the Central Credit Register. This information will be held on the Central Credit Register and may be used by other lenders when making decisions on your credit applications and credit agreements.

The Central Credit Register is owned and operated by the Central Bank of Ireland. For more information see [www.centralcreditregister.ie](http://www.centralcreditregister.ie/)

1. Personal Information

Applicant 1 Applicant 2

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| Male Female | Male Female |
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| Yes No | Yes No |
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Title: Mr, Mrs, Miss, Ms, Dr etc.

Your First Name(s) Your Surname

Sex

Have you ever been known by any other names? (please include

maiden name) Your Date of Birth

Credit Union Membership Number

Credit Union Account Number Your Marital Status e.g.

Married, Single, Divorced, Separated,

Widowed, Living together

Your Current Address

Date Occupied

If less than 3 years please provide your previous addresses along with dates of

residency at each address

(Indicate if you owned/tenant/living

with relative/friend)

Are You a First Time Buyer?

Your Nationality How long have you been resident in

Ireland? PPSN Number Number of Dependents

Do you require a Visa to work in Ireland?

What Visa is required?

# Contact Details

Home telephone number Work telephone number Mobile telephone number

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| --- | --- |
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|  |  |

E-mail address

2. Current Housing Details

Applicant 1 Applicant 2

|  |  |
| --- | --- |
|  |  |
|  |  |
|  |  |
| Yes No | Yes No |
|  |  |
| years months | years months |
| € | € |
|  |  |
| € | € |

Occupancy type at current address

If you are an owner occupier, please state the full name and address of your current

Lender.

Date current mortgage taken out

Will you be redeeming your current mortgage on completion?

If no, please give details Your current mortgage outstanding

term

Mortgage outstanding amount

If you are a tenant please state the Landlords details. Full Name and Address

Your Current monthly rent

If you are Self-employed complete the questions in Section 3(b)

3(a). Employment Details

Applicant 1 Applicant 2

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Your job title Start date of employment

Employment Type

If temporary or on contract, length of term

remaining Length of Service Your employer's name

Nature of employer's business Your employer's address

Your employer's telephone no How many months in current employment

If still in probationary period, please confirm date probationary period

ends

Previous employment details (3year history): Please provide full details of your employment if you have been less than 3 years with your current employer or have been self-employed for less than 3years

Detail each employer with the full name and address including postcode, the date from and to and the title of your job.

|  |  |
| --- | --- |
| Title: From: To: | Title: From: To: |

(Please provide an explanation for any breaks in employment date)

# Annual Income Details

Please provide all information on a gross basis i.e. before deduction of tax

|  |  |
| --- | --- |
| € | € |
| € | € |
| € | € |
| € | € |
| € | € |

Your primary salary Your guaranteed overtime Your guaranteed bonus

Your commission Your car allowance

Maintenance Payments Pension - Occupational Pension - Private Rental Income Investment Income Directors Emoluments

|  |  |
| --- | --- |
| € | € |
| € | € |
| € | € |
| € | € |
| € | € |
| € | € |
| € | € |
| € | € |
| € | € |

Dividends Child Benefit

Other Social Welfare

Total Income from Employment Confirm your net monthly income

|  |  |
| --- | --- |
| € | € |
| € | € |

amount

3(b). Self-employment Details

Applicant 1 Applicant 2

State your percentage shareholding

|  |  |  |
| --- | --- | --- |
| % | % | |
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|  |  | |
|  |  | |
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|  |  | |
|  |  | |
| Sole Trader |  | Sole Trader |
|  | |
| Partner | Partner | |
| Limited Company | Limited Company | |
| Charity/Trust/Housing Association | Charity/Trust/Housing Association | |
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in the business Your business name and address Position in the business

Your business telephone number Your business facsimile number Your business email address Nature of your business

Business Status

Date Business Established Date Owned / Part Owned Business Date Incorporated (if applicable) Company Registration Number

Registered office (if different from

above)

Length of time trading under your control (If less than 2 years please

give details of previous business/employment)

Accountant Firm name

Accountant's Address

Accountant's Telephone Number

Accountant’s Email

Number of years your Accountant

has been acting for you

Accountant's Qualification

Please provide details of other accountants that may have acted for you in the last three years

Your self-employed income

|  |  |  |  |
| --- | --- | --- | --- |
| Net Profit | Year Ending | Net Profit | Year Ending |
| € |  | € |  |
| € |  | € |  |
| € |  | € |  |

State your Drawings or Salary for

The last three years

4. Financial Commitments

# Applicant 1



|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| No | Type of Outgoing | Lender Name | Purpose of Loan | Original Loan Amount | Balance | Credit Limit | Monthly Payment | Repay on Completion |
| 1 |  |  |  |  |  |  |  | Yes No |
| 2 |  |  |  |  |  |  |  | Yes No |
| 3 |  |  |  |  |  |  |  | Yes No |
| 4 |  |  |  |  |  |  |  | Yes No |

Additional Commitments

Type Amount Frequency

5. Credit Information

Applicant 1 Applicant 2

|  |  |  |
| --- | --- | --- |
| Yes **** No | Yes | No |
|  |  | |
|  |  | |
| Yes **** No | Yes | No |
| Amount: € Registered: Satisfied: | Amount: € Registered: Satisfied: | |
| Yes **** No | Yes | No |
|  |  | |
| Yes **** No | Yes | No |
|  |  | |
| Yes ****No | Yes | No |
|  |  | |
| Yes **** No | Yes | No |
|  |  | |

Have you personally or as a company director ever been declared bankrupt, insolvent or made an arrangement with creditors?

If yes, when? If discharged, when?

Have you ever had a judgement for debt

registered against you? If yes, please provide details

Have you ever missed any payment or been in arrears on any mortgage, credit card or other financial

commitment?

If yes, please provide details

Have you ever been refused a mortgage on this or any other property or had an application for

credit refused?

If yes, please provide details

Have you ever had a property repossessed due to arrears or

surrender? If yes, please provide details

Have you received a formal police caution in the last 5 years, ever been convicted of, or have any prosecutions pending?

If yes, please provide details

6. Property to be mortgaged

Full postal address of the property to be

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|  |
| € |
| € |
| Yes No |
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mortgaged

Purchase price Estimated value

Is the property to be used as anything other than Primary Residence?

Description of property, House/Detached/Semi/Terraced/Bungalow

or apartment etc. No of floors.

No ofreception rooms. No of bedrooms. No of kitchens. No of bathrooms.

No of WCs. No of garages. No of basements.

# If property is an apartment:

On what floor is the apartment Total number of storeys and housing units

|  |
| --- |
|  |
|  |
| Yes No |
| Yes No |
|  |

in the building? Is there balcony access to the apartment?

Is the apartment above or adjacent to

commercial premises?

If yes, please give details of the commercial use of the premises

# Type of property

Tenure

|  |
| --- |
| Freehold Leasehold |
| Years Months |
| € |

If the tenure is Leasehold state the unexpired term of the lease

Annual service or management charge

# Other property details

Is the property of standard construction?

|  |
| --- |
| Yes No |
|  |
|  |
| Yes No |
| Yes No |
| Yes No |
|  |
| Yes No |
|  |
| Yes No |
|  |

If not of standard construction please detail the materials used for the walls and

roof e.g. brick and tile etc Year of construction

Is the property registered under the Homebond, Premier Guarantee or Construction Registrar (Ireland) Ltd

Schemes?

Are there any land, agricultural or occupancy restrictions that apply to the

property?

Is the property currently being used for

business purposes? If Yes, give details

Will full vacant possession be obtained on

completion of sale? If No, give details

Are there any noted repairs required to the

property?

List of repairs required and estimated

costs

7. Details of the Mortgage you require. Also see section 8 if you are remortgaging, or for self build

Mortgage Term Total Mortgage amount

|  |
| --- |
| Years Months |
| € |
| € |
|  |
|  |
| Yes **** No |
|  |
|  |

If loan extends beyond planned retirement age please provide details of your post

retirement income.

Please indicate the deposit amount being used to purchase the property

Please state the source of the deposit you are going to use to purchase the property

Will you obtain another loan or assistance towards the purchase price you have

agreed? If yes, please state the source

If yes, how much?

8a. Remortgage Details / Home Improvements

Remortgage Purpose

|  |  |
| --- | --- |
|  |  |
| Property Improvements | € |
| Redeem Existing Mortgage | € |
| Total | € |
|  |  |
|  | |
|  | |
|  | |
| € | |
| € | |
| € | |
| € | |
| € | |
|  |  |
| Property Improvements | € |
| Redeem Existing Mortgage | € |
|  |  |

Date of purchase Name of existing lender Existing Mortgage Type Original purchase price Estimated current value

How much did you originally borrow to

purchase the property Current balance outstanding

Cost of home improvement works

If you are raising additional funds, please confirm what these will be used for

8b. Self Build Details

Nature of work Total cost of proposed work:

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| --- |
|  |
| € |
|  |
|  |
| € |
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Has builder estimate been obtained? Estimated Current / Completed Value

Deposit Amount Main Source of Deposit

Other Sources

9. Solicitor Details Solicitor

Name and address of solicitor

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Name of person acting for you

Telephone Number Facsimile Number

DX Address

10. Your Bank Account

Name and address of your Bank

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| Yes No |

Sort code Account number

BIC IBAN

Do you have a facility to set up a direct debit

on this account?

11. Additional Information

Please use this page to detail any additional information that you want to provide or have been unable to detail fully in the boxes provided.

12. Data Protection

The Credit Union is committed to protecting and respecting your personal data. You have a right to be provided with particular information about the use(s) and purpose(s) to which we put your personal data, including a right to know;

The Credit Union's contact details;

Contact details for our Data Protection Officer if we have appointed one;

The purpose and lawful basis for the processing of your personal data and where applicable any legitimate interests we identify for processing your personal data;

Whether we transfer your personal data to any third parties/categories of third parties;

Whether we transfer your personal data to a third country and what provisions are in place if we do;

The period of time we need to keep your personal data, for the purpose to which it was obtained;

Your rights in respect of your personal data;

Where we process your data based on consent, that you can withdraw that consent at any time Your right to complain to the Data Protection Commissioner;

Where we are legally obliged to process your personal data or contractually required to do so. If we rely on these legal bases we will inform you of the possible consequences of failure to provide such data;

the existence of automated decision-making, including profiling, and meaningful information about the logic involved, as well as the significance and the envisaged consequences of such processing for you.

The above information is set out in the Credit Union's Mortgage Privacy Notice which you will be provided with as part of this application form.

Please sign here to confirm that you have received this privacy notice:

Signature:

Dated:

13. Central Credit Register

Central credit register

The central credit register is maintained and operated by the Central Bank. Under the Credit Reporting Act lenders are required to provide personal and credit information for credit applications and credit agreements of €500 and above to the central credit register. This information will be held on the central credit register and may be used by other lenders when making decisions on your credit applications and credit agreements. For information on your rights and duties under the Credit Reporting Act please refer to the customer notice below:

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| --- |
| Purpose of this customers notice |
| The purpose of this notice is to inform you of your rights and duties under the Credit Reporting Act and to inform you that we will send information on your credit facilities to the Central Credit Register  You do not need to take any action as a result of this notice. |
| The Credit Reporting Act |
| The Credit Reporting Act mandates that the Central Bank establishes, maintains and operates a national mandatory database of credit information known as the central credit register. The purpose of the central credit register is to:   1. facilitate enhanced creditworthiness assessments and responsible lending by the credit union; 2. provide the Central Bank with better insights into national trends in the provision of credit; and 3. provide customers with a credit report detailing their credit agreement(s). |
| What information will be held on the Central Credit Register? |
| The credit union will collect and report data relating to your existing credit agreement(s) and any new credit facilities to the central credit register. The credit union will also send the central credit register monthly updates on the status of credit facilities. The data to be submitted to the central credit register in relation to your credit agreement(s) is set out in Credit Reporting Act 2013 (Section 11) (Provision of Information for Central Credit Register) Regulations 2016.  The central credit register needs this information to make sure it accurately matches your credit facilities, including credit facilities that you may have with other lenders. Producing a full and accurate credit report is one of the main aims of the central credit register helping to create a single borrower view to facilitate enhanced creditworthiness assessments and responsible lending.  The information we submit to the Central Credit Register may include personal information and we will process such data in line with our duties under data protection law.  Examples of credit information that the Central Credit Register will store include the:   1. amount of all credit facilities; 2. purpose of credit facilities; 3. name of each lender; 4. outstanding balance; 5. number of overdue payments if any; and 6. date of next payment.   More details of the information held on the central credit register can be found at [www.centralcreditregister.ie](http://www.centralcreditregister.ie/) |

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| Types of credit facilities included on the Central Credit Register |
| Credit facilities on the central credit register include loans for residential mortgages. Hire-purchase agreements, personal contract plans, leasing agreements or any other type of credit agreement where the credit is being advanced by the owner of the financed good or service are currently outside the scope of the Credit Reporting Act. We understand these agreements will be included in the future as credit facilities to be reported to the central credit register. |
| What about foreign credit facilities? |
| You may have a duty to provide information to the credit union details about any foreign credit of more than €5,000 in the future and as part of this the Central Bank may publish a Regulation specifying the information to be provided and its form. |
| Credit Report |
| Your credit information will be stored securely on the central credit register where it will be used to create your credit report.  The central credit register will not calculate a score or grade for your credit report. Information will be kept on the central credit register for five years after your credit facility is paid off. Any credit data collected as part of a new credit application enquiry will be retained on your record for a period of six months following that application enquiry. Credit reports are available from the central credit register. The credit union will be required to enquire on the central credit register for relevant consumer credit applications for credit of €2,000 or more. |
| New Credit Applications |
| The credit union will only access your credit report:  when considering an application for a new credit facility; if you ask to change the terms of a credit facility; or when reviewing a credit facility in arrears.  A third party cannot access your credit report without your consent. |
| Accessing credit reports |
| Credit Reports  When credit reports become available, you will have a right to request a copy of the credit report from the central credit register free of charge. Additional credit reports may be obtained on payment of a fee. This is subject to regulations to be made by the Central Bank.  Explanatory statement  You have a right to insert a statement of 200 words or less, relating to any of information held on the Central Credit Register, and the central credit register will include this statement on credit reports, including those provided to other lenders.  Amendments  You have a right to make an application to amend information held on the central credit register if you believe it is (i) inaccurate; (ii) incomplete; or (iii) out of date.  Suspected impersonation  You may request that a notice of suspected impersonation is inserted on your central credit register record where you reasonably believe you have been, may be being, or may be about to be impersonated by any person. That notice will stay on the credit record for 90 days, or shorter if requested. You may also extend the period of 90 days by giving a further notice to the central credit register.  The Central Bank will publish on [www.centralcreditregister.ie](http://www.centralcreditregister.ie/) the exact date when credit reports will become available. |

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| Submitting data to the central credit register? |
| The credit union will begin reporting credit information to the central credit register on existing credit agreement(s) and any new credit facilities in accordance with the prescribed timelines set out in the Credit Reporting Act 2013 (Section 11) (Provision of Information for Central Credit Register) Regulations 2016. Phase 1 of the reporting covers lending to consumers only and commenced on 30 June 2017. |
| Where can I get more information about the Central Credit Register? |
| Website: [www.centralcreditregiser.ie](http://www.centralcreditregiser.ie/)  Email: [consumerinfo@centralcreditregister.ie](mailto:consumerinfo@centralcreditregister.ie)  LoCall: 1890 100 050  Landline: 01 224 5500 |
| Contact us |
| If you have any other question about any of your credit facilities with us and the information to be reported to the Central Credit Register, please contact your usual contact at the credit union. |

14. Interpretation

"Credit Reporting Act" means the Credit Reporting Act 2013

"central credit register" has the meaning given to it in the Credit Reporting Act 2013

"Central Bank" means the Central Bank of Ireland

"Credit Union" means Teachers’ Union of Ireland Credit Union Limited and its respective transferees, successors, or assigns (whether legal or equitable)

"DPA" means the EU General Data Protection Regulation (GDPR) 2016 and any implementing national legislation including the Data Protection Acts, 1988, 2003 and 2018 as substituted or re- enacted from time to time

"ICB" means the Irish Credit Bureau Limited

"Mortgage Application Form" means this application form

"Mortgage Loan(s)" means the mortgage loan principal described in an offer letter from the Credit Union, together with interest and all other monies that that are from time to time due, owing or otherwise payable by the borrower to the Credit Union pursuant to that offer letter

"principal private residence" means the residential property which the borrower occupies as his/her primary residence in the Republic of Ireland

Confirmation

I/We wish to apply for a Mortgage and hereby confirm that the information provided by me/us above is accurate and correct to the best of my/our information and belief.

Signature of first applicant Signature of joint applicant (if any)

Date: Date