

Source of Funds Form

Sage complies with the UK's anti money laundering regulations; therefore, we will require confirmation from you regarding how you intend to fund your purchase. If you are using savings to fund this transaction, we will require evidence to where these funds originate from and we may also need to conduct necessary further checks with an identity verification agency to confirm your identity.

In order for us to continue with your application you must fully complete this questionnaire. Please ensure you complete **ALL** sections. We are grateful for your patience and understanding.

PLEASE COMPLETE THIS FORM USING CAPITAL LETTERS & PLEASE STATE YOUR FULL NAME/S INCLUDING ANY MIDDLE NAMES YOU MAY HAVE

PLEASE REMEMBER TO SIGN AND DATE THE FORM

Address of the property you wish to buy

Plot no:	Postal Address:
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Applicant 1

First Name:	Middle Name:	Last Name:	Date of birth:
Current Home Address:	Occupation:		
Phone:	Email		

Applicant 2

First Name:	Middle Name:	Last Name:	Date of birth:
Current Home Address:	Occupation:		
Phone:	Email		

1. What is the gross annual income of your household?

- ☐ Under £15,000
 ☐ £15,001 - £25,000
 ☐ £25,001 - £35,000
 ☐ £35,001 - £45,000
☐ £45,001 - £55,000
 ☐ £55,001 - £65,000
 ☐ £65,001 - £75,000
 ☐ £75,001 - £80,000

Household monthly take home pay £
(after deductions of tax and Nat. Insurance):

2. Please specify your full amount of savings? £

3. Please specify how much will be gifted? £

4. What percentage share do you wish to buy? %

5. Have you ever had a County Court Judgement (CCJ)?

☐ **Yes** ☐ **No**

If Yes, evidence of satisfaction required

6. Please specify who will be the owner(s) of the property

Name:

Name:

7. Will you be acting under a Power of Attorney for the property purchase?

☐ **Yes** ☐ **No**

If Yes, please provide:

- Lasting Power of Attorney document (Property and Financial affairs only)
- Photo ID and proof of address for the donor
- If attorneys must act jointly, confirmation in writing that all agree with the course of action relating to the property purchase

Source of funding routeways

In all cases, please provide and complete:

3 months' worth of current account statements for all buyers	
12 months' worth of savings account statements for all buyers	
Mobile number for the buyer	
Answered the above CCJ question for the buyer	
Completed gift table below (if applicable)	
Provided an explanation for any large amount(s) in bank statements submitted of over £10,000 (if applicable)	

Please select the appropriate routeway depending on the method of funding. We will require to be supplied with the listed documentation depending on which method has been selected:

- A. Family contributions – If the total gift being gifted amounts to £10,000 or more
- B. Gift from third parties
- C. ISAs/Savings
- D. Inheritance
- E. Trust funds
- F. Mortgage
- G. Proceeds from a property sale
- H. Other

A. Family contributions¹ – Only complete if the total gift being gifted amounts to £10,000 or more

- Please complete the below gift table with the details of the giftor(s)

Please complete the gift letter template (available on Sage's website) if the gift is being used to assist with the property purchase/deposit	
<p>If the gift donor resides within the UK/EU/EEA, 3 months of current account statements are required from the gift donor and 12 months of savings accounts</p> <p>Where outside the UK/EU/EEA, 6 months of current account statements are required instead and 12 months of savings accounts, as certified by a solicitor or accountant in their own country of residence</p>	

¹ Parents, Grandparents, children, spouses/civil partners, relationships, cousins, nieces and nephews

In ALL cases, please provide an explanation of any large transfers amounting to £10,000 or more	
If gift donor is based outside the UK/EU/EEA please provide a black and white copy of each gifters' valid photograph drivers licence or passport as certified by a solicitor or accountant in their own country of residence	
Evidence of source of funds being used for the gift. This can include bank statements, payslips, savings, inheritance, property sale, stocks and shares, remortgage etc	
If the gift has already been transferred to buyer's bank account provide a bank statement showing the transfer from the gift donor account and a bank statement showing the transfer to the buyer's account	
If the gift has not yet transferred provide a bank statement showing the monies in the gift donor account	

B. Gift from third parties – Non family member for any amount

- Please complete the below gift table with the details of the giftor(s)

<p>Please complete the gift letter template (available on Sage's website) if the gift is being used to assist with the property purchase/deposit.</p> <p>In writing please also provide:</p> <ul style="list-style-type: none"> Reason(s) for the gift Relationship with the buyer How long known the buyer? Have you met the buyer face to face? 	
<p>If the gift donor resides within the UK/EU/EEA, 3 months of current account statements are required from the gift donor and 12 months of savings account statements</p> <p>Where outside the UK/EU/EEA, 6 months of current account statements are required and 12 months of savings accounts statements instead, as certified by a solicitor or accountant in their own country of residence</p> <p>In ALL cases, please provide an explanation of any large transfers amounting to £10,000 or more</p>	
If gift donor is based outside the UK/EU/EEA please provide a black and white copy of each valid photograph drivers licence or passport as certified by a solicitor or accountant in their own country of residence	
Evidence of source of funds being used for the gift. This can include bank statements, payslips, savings, inheritance, property sale, stocks and shares, remortgage etc	
If the gift has already been transferred to buyer's bank account provide a bank statement showing the transfer from the gift donor account and a bank statement showing the transfer to the buyer's account	

If the gift has not yet transferred provide a bank statement showing the monies in the gift donor's account	
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C. ISAs/Savings

<u>Customer Personal savings:</u> 12 months of savings account bank/building society statements to evidence a build up of savings. In <u>ALL</u> cases, please provide an explanation of any large transfers amounting to £10,000 or more	
Latest annual ISA statement or recent valuation of an investment ISA	
<u>Investment/endowment policy surrender/maturity/pension release:</u> Letter from FCA regulated provider showing maturity or surrender	
Evidence of pension release	
A bank/building society statement showing the transfer to the buyer's account	

D. Inheritance

Letter from the executors responsible for distributing the inheritance evidencing customer's receipt of inheritance.	
If executors of the Will and a beneficiary, evidence of grant of probate	
Copy of the Will	
A bank/building society statement showing the transfer of inheritance to the buyer's account	

E. Trust funds

Trustee with primary responsibility for transaction and one other trustee to provide certified copy ID	
A certified copy of the Trust document	

A list of the beneficiaries (the latter not being required if the Trust document describes them as beneficial owners)	
(subject to the above) ID evidence of any beneficiary who has a specific interest in 25% or more in the capital of the trust property.	
A bank/building society statement showing the account being credited with funds from the Trust	

F. Mortgage

<u>Either:</u> Copy of the mortgage offer provided by the lender; <u>or</u>	
Copy of the mortgage/agreement in principle provided by the lender	

G. Proceeds from a property sale

Memorandum of sale	
Completion statement	
TR1 or TP1 Land Registry document	

H. Other

Please specify below and provide evidence of source of funds:	
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Giftor details table – To be completed for routeways A and B only

Routeway A

Only complete if the total gift being gifted amounts to £10,000 or more

Routeway B

Complete in ALL cases

Giftor(s) Name	Giftor(s) mobile number	Evidence of gift, e.g. Bank statements/house sale/inheritance	Gift letter completed, dated and signed?

Declaration

I / We

- i. confirm that all the information supplied in and supplemental to this questionnaire is true as any false information provided may lead to prosecution;
- ii. acknowledge a continuing duty to update Sage with all changes relating to the finance of the purchase; and
- iii. acknowledge Sage's right to ask for further documentation and information in connection with the proposed purchase.

Signed (1): _____

Print Name:

Date:

Signed (2): _____

Print Name:

Date:

Please Note: If you are jointly buying this home then you are both required to sign and date this form.