

Buy to Let – Rate Switch Form

One form must be used for each property in order for us to process this application and give the best possible service. All sections **MUST** be completed and signed by all borrowers / directors / shareholders or members on the original mortgage.

Details about the account

Account Number

Details about the property

Property

Postcode

Is the property held under a company name?

YES NO

If yes, please fill in the details below about your company

Company Name

Company Address

Postcode

Do you want us to process your rate switch asap?

YES NO --

Do you want to wait until the Early Repayment Charges expire (if applicable)?

YES NO

Fee Details (Fees over £2000 must be paid upfront)

Add Product Fee to Loan

Product Fee £

Cheque Debit/Credit Card

Early Repayment Charge £

Cheque Debit/Credit Card

Credit Card Details

Name on Card

Card Number End Date

Details of the new product for your account

Please provide details of the new product you wish us to switch your mortgage to

| | | | |
|------------------------|----------------------|--|--|
| New product code | <input type="text"/> | Outstanding loan balance (approx.) | £ <input type="text"/> |
| Description of product | <input type="text"/> | Do you want to transfer the whole balance above onto the new product | YES <input type="checkbox"/> NO <input type="checkbox"/> |

| | | | |
|-----------------|------------------------|-----------------|---|
| Property Value: | £ <input type="text"/> | Repayment Type: | Delete as appropriate: Interest Only / Repayment / Part and Part |
|-----------------|------------------------|-----------------|---|

If you have selected No above, please provide details here of the amounts you wish to transfer onto the new product (Only applies to existing Part and Part mortgages)

If you have chosen Interest Only above please confirm Repayment Vehicle:

Case ID

Date

If the Account number is 6 digits please send directly to:
Email: btllrs2@barclays.com

Barclays Mortgages

Barclays BTL, PO Box 274, Millshaw Court,
Global Avenue, Leeds LS11 1FR

If the Account Number is 10 digits please send directly to:
Email: Residentialrs2@Barclays.com

Please send form securely and refer to the [instructions which are in the intermediary hub](#)

Details about the principal customer

Please fill in this section if you are the principal contact for this mortgage

Borrower / Director / Shareholder / Member

Name

Date of Birth --

Correspondence

Address

Postcode

Other borrowers on the mortgage

You must provide details of other borrowers on this mortgage

Borrower / Director / Shareholder / Member

Name

Date of Birth --

Borrower / Director / Shareholder / Member

Name

Date of Birth --

Borrower / Director / Shareholder / Member

Name

Date of Birth --

YOUR BUY TO LET PROPERTY MAY BE REPOSSESSED OR A RECEIVER OF RENT APPOINTED IF YOU DO NOT KEEP UP PAYMENTS ON YOUR MORTGAGE

These declarations set out what you can expect from us when you make an application to switch your mortgage rate with us – and what we ask of you, to help us process your application and keep your mortgage running smoothly.

These declarations apply to everyone named in the rate switch application or mortgage account, together and as individuals. They also apply to the directors, shareholders and members of special purpose vehicle companies and limited liability partnerships.

In these declarations you are making a number of statements of truth and are accepting you understand that we will be applying for certain information from other people in order to assess your application.

It is important that you read these declarations carefully, and ensure you understand them, before signing.

Your Information

Barclays is committed to protecting your personal data. We will use your information for a number of different purposes, for example, to manage your account(s), to provide our products and services to you and others and to meet our legal and regulatory obligations. We may also share your information with our trusted 3rd parties for these purposes. For more detailed information on how and why we use your information, including the rights in relation to your personal data, and our legal grounds for using it, please go to barclays.co.uk/important-information/control-your-data or you can request a copy from us.

Credit Reference Agencies and Fraud Prevention Agencies

In order to process your application we will supply your personal information to credit reference agencies and fraud prevention agencies and they will give us information about you, such as about your financial history. We do this to assess creditworthiness and product suitability, check your identity, manage your account, trace and recover debts and prevent criminal activity. These agencies may in turn share your personal information with other organisations. If fraud is detected, you could be refused certain services, finance or employment. Once you open an account with us, we will share account data with the credit reference agencies on an ongoing basis.

If false or inaccurate information is provided to us and fraud is identified, details may be passed to credit reference and fraud prevention agencies to prevent fraud and money laundering and to verify your identity.

The Credit Reference Agency Information Notice (CRAIN) describes how the three main credit reference agencies in the UK each use and share personal data. The CRAIN is available on the credit reference agencies' websites:

- callcredit.co.uk/crain
- equifax.co.uk/crain
- experian.co.uk/crain

Or you can ask us for a copy of these.

For more details on how information held by credit reference agencies and fraud prevention agencies may be used, please go to barclays.co.uk/important-information/control-your-data or you can request a copy from us.

Sharing information about you with tax authorities abroad

If we have reason to think that you are required to report your income or are subject to tax in another country, we may have to share information about your accounts with the UK or relevant tax authorities, either directly or via the local tax authority who may share that information with the appropriate tax authorities abroad. If we need to request extra documents or information from you about this, you must supply these. If you don't, you agree that we may close your account, or, if the law or other regulations requires us to do so, you agree that we may withhold parts of certain payments received into your account, and pass withheld funds to the relevant tax authorities (this is more likely if you leave the UK and become resident for tax purposes in another country).

Declarations

You make the following declarations to us

1. You are 18 years of age or over.
2. The information given by you to us is true, accurate, complete and up to date to the best of your knowledge and belief. You confirm and acknowledge that our decision to lend is based on this information.
3. If any information you give us is incorrect or misleading, you acknowledge that we may withdraw our mortgage offer, demand repayment or make reasonable changes to your mortgage account. This may mean changing your repayment method.
4. You agree to let us know if any of your circumstances change at any time.

5. You authorise us to send a copy of our mortgage offer to you and to your mortgage intermediary if you have one, and to provide your mortgage intermediary with any further information regarding your mortgage and mortgage application that they may require.
6. You authorise us to disclose details of arrears which might arise in documents we need to send to Court. You also authorise us to enter details of your home on the possessions register which is maintained by credit reference agencies if we ever repossess your home.
7. You agree that we can transfer or charge the benefit of any mortgage resulting from this application and the security taken for it to any other person. You understand that if the mortgage is transferred to another person, except in exceptional circumstances, we expect to continue to administer the mortgage as their agent and will therefore:
 - continue to set interest rates; and
 - deal with the handling of any arrears on your mortgage.
8. You agree that by taking up all or part of any mortgage offered to you, and by signing this form, you agree to accept all the conditions set out in our offer letter. You agree that if you receive more than one offer letter, the letter showing the latest date will be that which applies.
9. You authorise us to contact any named occupier of the mortgaged property, in person or in writing, so that the occupier can provide a written declaration postponing any right of occupation to us.
10. You agree that you have read the initial disclosure document (or similar) presented to you about the products available from Barclays Bank.
11. You agree that before signing this application you have received a copy of our Tariff of Charges booklet (and you understand that these can be changed by us).
12. You are applying to switch your existing mortgage to a new mortgage product, as stated in this application, and you understand that by signing this declaration you are consenting to us applying this new rate to your mortgage and, provided that the new mortgage product you have applied for is still available, you are entering into a legally binding agreement with us to apply this new rate to your mortgage.
13. You acknowledge that the new mortgage product may become unavailable if you fail to provide us with any information we request of you as part of this application or upon expiry of your Offer.
14. You also agree to pay any switching fee, Product Fee or arrangement fee as necessary. In the event you have elected to pay these charges by debit/credit card you authorise us to debit your bank or credit card account with these charges.
15. You understand that if after signing these declarations you later decide you do not wish to switch your rate, you may have to pay any charges associated with your mortgage.
16. You confirm that the original costs and features of the mortgage product and any associated rate(s), including any early repayment charges have been explained to you.
17. You understand that we will write to you after we process your application to confirm that the new rate has been applied and advise you of your new payment obligations.
18. You authorise the intermediary listed on page 6, and their agents at the same firm, to act on your behalf for this rate Switch (applicable when the document is signed by the customer).

For joint applicants

19. You authorise us to send only one statement for each account.
20. You agree that a credit search will be made on each of you.
21. Where you hold an account in joint names we shall be entitled to accept the signature, instruction or authority of either of you, unless you advise us otherwise.

You can get this in Braille, large print or audio by calling **0800 400 100** (via Text Relay or Next Generation Text Relay if appropriate). Barclays also welcomes calls via SignVideo for BSL users. Visit [barclays.co.uk/signvideo](https://www.barclays.co.uk/signvideo)

Case ID

Date

Intermediary Detail Form

In order for us to process this application and give the best possible service, the following **MUST** be provided/completed as appropriate.

Note: Without full details the procurement fee may be delayed.

Customer(s) Full Name(s)

(Please use BLOCK CAPITALS)

First Customer

Second Customer

Account No.

Please enter your Mortgage Club/Network details in this box to ensure we can pay your Proc Fee. Payment cannot be paid direct to you but only through a recognised national scheme.

To be completed by intermediary

IMPORTANT – Did you charge your customer an advisory fee?

YES – an advisory fee of £

NO

Your Barclays Intermediary Manager

Account Number B

Company Name

Mortgage Adviser Name

Adviser Address

Postcode

Tel No. (daytime)

Fax No.

Email address

Declaration

- I confirm that I or my company are registered as an intermediary with the FCA.

Intermediary Relationship

Manager Name

Financial Services Register Number

Intermediary Signature

Date

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This document is for intermediary use only and is not intended nor has it been approved as a Qualifying Credit Promotion. Anyone who is not a mortgage intermediary should not rely on the content of this communication.

Case ID

Date

Please complete the areas that are appropriate to this application

For individual Borrowers and Limited Liability Partnerships

Signatures

First Applicant

Date

Third Applicant

Date

Second Applicant

Date

Fourth Applicant

Date

For Special Purpose Vehicle Limited Liability Company Applicants

Executed as a deed by

insert company name

Signatures

Director

Date

Director/Secretary

Date

OR

Executed as a deed by

insert company name

Director

in the presence of:

Witness

Name

Signature

Name

Signature

What happens next

Once all sections are fully completed, please scan the whole document and sent to btlrs2@barclays.com

If you have any questions on the process, please visit intermediaries.uk.barclays/useful-documents

Your feedback

If You have a complaint about any aspect of Our service then We would like to hear from You. You can contact Us by phone, in person, or in writing, either by post or e-mail. Details of Our complaints handling procedures are available on request from any branch, Barclays Group Information line on 0800 400100*, or barclays.co.uk

- To make sure we maintain a high quality service, we may monitor or record phone calls.

YOUR BUY TO LET PROPERTY MAY BE REPOSSESSED OR A RECEIVER OF RENT APPOINTED IF YOU DO NOT KEEP UP PAYMENTS ON YOUR MORTGAGE.

Barclays Bank UK PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register No. 759676).

Barclays Bank UK PLC is registered in England. Registered Office: 1 Churchill Place, London E14 5HP. Registered No. 9740322.

Buy to Let is not regulated by the Financial Conduct Authority or the Prudential Regulation Authority.

Occupation

Address

Date

MAX Case Reference

Date

Buy to Let Interest Only Supplementary Declarations

Interest Only or Part and Part Mortgage Supplementary Declarations

These declarations are important. They apply to each applicant applying for or having an Interest Only or Part and Part Mortgage. Please read them carefully before signing.

These declarations supplement the general declarations provided to You as part of Your mortgage application. They must be read in conjunction with these.

“You/Your/Yours” means the customer(s) applying for the mortgage product.

“We/Us/Our/Ours” means Barclays Bank UK PLC and its wholly and partly owned subsidiaries and any company in which it has an interest by way of a shareholding or any company in a group of companies to which it may belong (“Barclays Group”).

You make the following declarations to us:

1. You acknowledge that it is Your responsibility to ensure that You have a suitable repayment plan in place to pay off Your total mortgage balance at the end of the agreed term.

2. You acknowledge that where your repayment plan requires regular payments You have an obligation to ensure that all these payments are kept up to date, and to regularly check that Your repayment plan is on target to repay Your mortgage on the scheduled maturity date.
3. You understand that We have not provided You with advice in respect of the repayment plan or on any return You have stated You expect to receive in respect of that repayment plan.
4. You acknowledge that You may have to sell the mortgaged property at the end of the term of the mortgage in order to repay Your mortgage if;
 - (a) You have advised us in Your application that Your intention is to use the sale of the mortgaged property as Your repayment plan; or
 - (b) You fail to maintain Your repayment plan; or
 - (c) Your repayment plan is insufficient to repay Your mortgage.

Applicant(s) to sign here to show agreement and consent to declarations

For individual Borrowers and Limited Liability Partnerships

Signatures

First Applicant

Date

Second Applicant

Date

Your feedback

If You have a complaint about any aspect of Our service then We would like to hear from You. You can contact Us by phone, in person, or in writing, either by post or e-mail. Details of Our complaints handling procedures are available on request from any branch, Barclays Group Information line on 0800 400 100*, or barclays.co.uk

* To make sure we maintain a high quality service, we may monitor or record phone calls.

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Feedback

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