



# Application Amendment Form

Please complete this form to make a change to an application you've already submitted. You can complete the form on your device (no need to print it), save it, and then upload to the associated case requirement in MSO, or, email it to [mortgageprocessing@atombank.co.uk](mailto:mortgageprocessing@atombank.co.uk)

You only need to complete the section relevant to the change you're making (so if you want to submit details about a change of property, you only need to fill out the 'property details' section). You can leave everything else blank - just make sure you read and sign the declaration at the end before sending the form back to us.

**Don't forget, you can also make some changes via the portal.**

**If you're stuck, just give our Intermediary Support Team a call on 0333 399 0055 (choose option two when prompted), Monday - Friday, 09:00 - 17:00.**

[atombank.co.uk](https://atombank.co.uk)

Application Amendment Form - 4th November 2024

## Section 1: The changes you want to make

The MSO reference number for this application:

Tick the boxes below to tell us what you'd like to change on this application.

The change you're applying for may mean you need to select a new product.

Change of loan details

Change of product

Change of property details

For any other changes please call us on 0333 399 0055 and select option two.

## Section 2: Full details of changes required

Remember: please only complete the sections relevant to the change you're making. You can leave the other sections blank.

### Change to loan details

Please let us know about any changes to the loan amount or property purchase price for this application.

If purchasing from a family member, please provide the discounted purchase price.

New purchase price (£):

Loan amount required (£):

Change to source of deposit:

Savings

Loan

Builder cashback

Equity

Gift

LSAP/FHTB (Forces HTB)

If the deposit is made up of multiple sources, please provide details of how the amount will be split:

Years

Months

## Change of product

Please make sure you detail both the product code AND the description below. Without this, we may need to request additional information from you which could delay your application.

Product Code you would like to change to:

Product description for Product Code you would like to change to:

If the product has a product fee, how do the applicant(s) wish to pay?

Add to loan

### Pay upfront

We will contact the applicant(s) to take payment of any fees due.

## Change of property details

Please fill out this section if you'd like to change the property details on this application. All questions in this section relate to the new property.

Are these changes due to:

### Change in the security property

### Correction to property details

Where is the new property located?

England

Wales

Scotland

Northern Ireland

Property address:

**Property tenure:**

Freehold

Leasehold

Ownership Scotland

*(If the property tenure is anything other than those listed above, please refer to our lending criteria)*

**Property ownership type:**

## Standard

### Right to buy

Purchase from family member

## Application Amendment Form

**If the property is leasehold, please tell us:**

The remaining lease term (years):

The annual ground rent:

The annual service charges:

Does the property have a garage or parking space?      Yes      No

**When was the property built, approximately?**

### Property Description

Terraced house	Terraced bungalow	Self-contained flat/maisonette
Semi-detached house	Semi-detached bungalow	Self-contained studio flat
Detached house	Detached bungalow	
Other:		

**If you have selected flat/maisonette/studio please provide:**

Number of floors in block:

On which floor is the flat/maisonette/studio located:

Does this include the purchase of the freehold for the block? (Leasehold only)      Yes      No

**Accommodation (state number of):**

Floors:

Bedrooms:

Reception rooms:

## Application Amendment Form

### Is the property:

under construction or major redevelopment (or due to be)?	Yes	No
a new build, or newly converted or refurbished?	Yes	No
currently habitable?	Yes	No
at risk of coastal or river erosion?	Yes	No
a listed building?	Yes	No
ex local authority?	Yes	No
to be used for business purposes?	Yes	No

### Does the property have:

a basement or cellar?	Yes	No
a plot size greater than one acre?	Yes	No
walls constructed from brick, block or stone?	Yes	No
a roof constructed from slate or tile?	Yes	No

### Has the property:

had significant alterations made that are not visible from the road?	Yes	No
been flooded in the last five years?	Yes	No
suffered from subsidence, heave or landslip?	Yes	No

### Type of valuation required (Purchase only - see our website for valuation prices):

Mortgage valuation      Homebuyers report      Building survey      Transcript

We will contact the applicant(s) to take payment of any fees due.

### Please provide the following details, so we can arrange a valuation and gain access to the property:

Contact name:

Telephone number:

Email address:

## Application Amendment Form

### Changes to occupiers:

Are there any changes to occupiers over the age of 17?      Yes      No

If yes, please provide their details: Add   Remove

Title:      Forename:      Surname:

Title:      Forename:      Surname:

Title:      Forename:      Surname:

## Section 3: The legal bit

I declare and agree that:

- I have discussed these changes with the applicant(s) on this mortgage application and have made them aware that any changes to their application may impact your lending decision;
- I have advised the applicant(s) of these changes and have done so in compliance with the FCA/PRA handbook; and
- I am duly authorised by the applicant(s) to make these changes.

Read through the declaration and sign in the space provided below once you've done so. Then, submit this form to MSO by uploading it to the associated case requirement in your broker portal - we'll be in touch as soon as we can.

Your name:

Your firm's name:

Your FCA number:

Date: