

INTERMEDIARY PACKAGING GUIDE

Holiday Let Mortgages

FOR INTERMEDIARY USE ONLY
EFFECTIVE SEPTEMBER 2024

Our intermediary team

Our Intermediary team is made up of experts in holiday let lending. We pride ourselves on offering a fast, efficient, and straight-forward service to help you find the best lending option for your client.

We consider cases that many other lenders don't, including multiple letting units on one title, properties across split titles and more. We also lend where the applicants wish to purchase through a limited company set up as an SPV for housing their portfolio.

We can only accept mortgage applications from intermediaries who are regulated by the Financial Conduct Authority (either directly authorised or as appointed representatives).

Making an initial enquiry and registering with us

For a new enquiry please contact us directly to discuss the basic details of the application via phone or email. One of our relationship managers will confirm if the case appears to be one we can consider and answer any queries you may have before proceeding with a full application.

You will find our rates and fees on our website [here](#). You can also view our lending criteria [here](#).

If you have not yet registered your company with the Cumberland, you will find our registration process [here](#). Please give us a call if you have any questions.

We won't ask you to register with us until you submit your first full application.

Request an ESIS / Mortgage Illustration

Think we're a good match? It's time to submit an ESIS request. You can download our ESIS request form [here](#). Please send the completed form to your relationship manager who will provide you with the ESIS.

Alternatively, you can submit a full application [here](#).

Submit an application

We have outlined in the table below the minimum submission requirements for an application. Additional documentation or information may be required for a final underwriting decision.

The application form and other documents can be found in our intermediary documents library on our website [here](#).

Please email the application form along with the supporting documents to your relationship manager. Please make sure the file size is no more than 25 MB (you may need to send the documents via multiple emails. If so, please number these accordingly). Please do not send compressed ZIP files.



Application documents 

ESIS Request Form if required
Mortgage Application Form (cannot be digitally signed)

Income documents **Employed / pension income**

Last 2 months' payslips (P60 maybe be required to evidence bonus income)

Self-employed income evidence

(Limited companies, Limited companies SPV, sole traders and partnerships)

Most recent 2 years SA302s

Where top-slicing is to be used, an inter-company loan is being provided as part of the deposit and/or there are any areas outside of our criteria, we need the most recent 2 years certified accounts for all companies where income is drawn to meet our minimum income requirements and (if applicable) for the company providing the inter-company loan.

Property portfolio

For all applications, please provide a completed property portfolio schedule detailing any rental properties already owned. Download the template [here](#).

Bank statements and Mortgage statements 

Most recent 2 full months bank statements for **all main personal and business accounts** (must contain name and address).

Most recent years Mortgage Statement for any company owned Holiday Lets/Buy to Lets.

Property details 


Sales particulars or link to property letting page.

Proof of deposit / savings **In all cases:**

- Where the deposit is gifted, we will require a signed gift letter. Download the template [here](#).
- Evidence of funds to cover cost of proposed upgrades and improvements to the subject property.
Please note we are unable to lend on any properties that require structural improvements.

For applications on specialist products:

- Evidence of deposit funds.

Rental income (purchases) 

A letter or email provided by a letting agent of at least 2 years standing to provide:

- Projected high / Medium / Low season average rents
- Projected number of weeks & long weekends anticipated for bookings for the first full season.
- Projected gross rental income anticipated in the first full year (where a range is provided then the midpoint should be used).

Rental income (remortgages)


Most recent 2 years completed full tax returns or confirmation of actual annual income from letting agent **or** 12 months bank statements showing gross actual annual rental income. Projections will only be considered where the property hasn't previously been used as a holiday let, or has been let out for a period of less than 2 years.

Direct debit mandate 

Original signed direct debit to be posted to our Head Office: Cumberland Intermediaries, Cumberland House, Cooper Way, Carlisle, CA3 0JF. All other other documents should be scanned and emailed to the Relationship Manager. Please note that digital signatures are not accepted.

NOTE: we will complete a hard credit search on your applicant(s) on receipt of a full application.

If your client fails electronic ID checks we will require certified ID documents, where relevant we will confirm our requirements.

If you have any questions about the documents required, please contact your Relationship Manager so we can work together to make sure you and your client experience the best customer journey and avoid any delays. 

What happens next?

We will assess the application and complete the necessary credit and ID checks. Providing the application meets our criteria, we will be in touch to discuss the next steps.

Solicitor Panel

Sole traders & partnerships

We operate a panel system for solicitors and licensed conveyancers for sole trader and partnership applications. We require the chosen firm to be on this panel. To check if your client's choice is on our panel, please check our solicitors panel on our [website](#).

For sole or joint applications, if the chosen firm is not on our panel we can invite them to join at your request. Please provide the details to your relationship manager who will confirm whether the firm meets the requirements to be added.

Please note - adding firms to our panel can delay the mortgage process. If the chosen firm cannot be added to the panel and your client does not wish to use one of the 500 firms listed, separate legal representation is required which comes at an additional cost to the borrower. Please speak to a relationship manager for details.

Limited company SPV

We use a select panel of solicitors for limited company SPV legal work. One of the firms will act for the Cumberland in a Limited Company SPV transaction.

The borrower has the choice of instructing the same solicitor as The Cumberland (joint representation), or they can choose their own solicitor (separate representation).

Please note that the borrower is responsible for all legal costs. If separate legal representation is chosen, they are also liable for The Cumberland's own legal fees in the transaction. For estimate fees and contact details of solicitor, please contact your relationship manager in the first instance.

We're here to help

Thank you for choosing The Cumberland. If you have any questions throughout the application process, please let us know. Our team would be more than happy to help.



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www.cumberland.co.uk/intermediaries/holiday-let

Cumberland House, Cooper Way, Parkhouse, Carlisle, CA3 0JF

Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and Prudential Regulation Authority. We arrange life assurance and critical illness cover only with Legal & General Assurance Society Limited and general insurance only with Royal & Sun Alliance Insurance Ltd.

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