

# APEX

# Lending Criteria

### The applicant

- Minimum age is 55 and the maximum age at completion is 84 (+364 days).
- Sole or joint applications (in cases of a joint application the age of the youngest borrower will be taken).
- The maximum number of applicants is two and the property must be registered to the borrower(s), jointly in the case of joint borrowers.
- The property must be the primary residence and borrowing cannot be secured against a second home (holiday home or rental property) of your client.
- A deed of consent (waiving occupancy rights) will be required for individuals over the age of 17 living at the property not subject to the mortgage or subsequently moving into the property prior to completion. There is no requirement for the waiver to be witnessed by a professional providing they are not a borrower and over 18
- Where an applicant has been previously married or in a civil partnership and they have subsequently divorced or separated within the last five years then a copy of the separation agreement or decree absolute is required.
- Where an applicant is still married but separated, a formal deed of separation must be in place confirming the ex-partner has no further financial or legal claim over the property.
- Where an applicant is still married but the funds will be used to pay a divorce settlement, then this is acceptable subject to there being a formal legal document in place at completion confirming that the ex-partner has no further financial or legal claim over the property and are no longer on the title deeds at completion of the loan. Where the ex-partner is still residing at the property then it should be conditioned that they leave the property within three months of completion of the loan. If the ex-partner is to reside at the property for a short period after completion of the loan then the usual deed of consent process applies.
- Tenants in common are acceptable with no limit on the maximum split.
- Applications will be accepted where the marital spouse is in long term care providing the property title is in the sole name of the applicant residing in the property and the application must be submitted in a single name.

#### Residency

Applicants must be:

- Individuals with UK citizenship or individuals with settled status (permanent right to reside or indefinite leave to remain). Must have an address history covering the last 36 months and the property must be their main residence.
- An individual with a pre-settled status (maximum right to reside of five years) will not be accepted. This applies to both Initial and Further Advances.
- Where a property is unencumbered and the client has resided/owned the property for less than six months a reason for taking equity release must be provided as part of the application process.

#### Employment

Available to individuals meeting the minimum age requirements regardless of employment status.

#### Proof of identity (money laundering)

We are required to seek satisfactory evidence of identity from all new customers by completing identity checks or relying on the evidence from the intermediary. We may ask for copies of the evidence.

#### Proof of age

The intermediary will need to confirm that they have verified the age of each customer in the application. In addition, more2life will perform additional checks on proof of age. We may ask for copies of the evidence.

#### Power of Attorney is acceptable

- Applicants can appoint a Power of Attorney to sign any documents in relation to the mortgage on their behalf, providing that it has been correctly registered with the Court of Protection or Office of the Public Guardian. In the case of a joint borrower, neither borrower may appoint the other as Power of Attorney however they can be named providing there is another Attorney who is independent from the mortgage that is acting.
- Evidence to support this must be provided. On all Power of Attorney cases where the Attorney is not party to the mortgage, more2life will comply with the Money Laundering Regulations and thus the Attorney(s) will be subject to the same money laundering checks which are applied to all applicants.

#### Criminal convictions

We do not accept applicants who have (or live with someone with) a criminal record, unless the conviction is for minor traffic offences, or it is spent under the Rehabilitation of Offenders Act 1974.

#### Bankruptcy and credit adversity

Applications will be accepted from applicants who have:

- Been discharged from bankruptcy (known as sequestration in Scotland).
- Satisfactorily completed the term of an Individual Voluntary Arrangement (IVA) (known as Protected Trust Deed in Scotland).
- Satisfied CCJs.
- Unsatisfied CCJs one with a maximum value of £1,000. All unsatisfied CCJ's must be settled on completion of the loan.

#### Applications will NOT be accepted from applicants who:

- Are un-discharged bankrupts.
- Have any unsatisfied, IVA's, Bankruptcy Order (BKO), still showing registered against the individual.
- Have more than one unsatisfied CCJ or one with a value above £1,000.

#### The following are not subject to assessment:

• DMP's, missed credit payments and arrears with other lenders.

### The loan

- The minimum loan amount is £10,000.
- The maximum loan amount is defined by the maximum LTV available and the maximum property valuation

#### Early repayment charges

Should your client wish to pay off all or part of their loan, Early Repayment Charges may be charged, as detailed in the Key Facts illustration.

#### Fees

As part of the application there may be an arrangement fee and valuation fee payable. See Tariff of Charges for details.

### The property

- The minimum valuation is £100,000 (£150,000 for ex-local authority houses and bungalows).
- The maximum valuation for all types of property is £1,000,000.
- For flats and maisonettes 85% of the LTV will be considered.

#### Tenure & property types

Please refer to the 'Acceptable property types' in the following table.

#### Leasehold requirements

Please refer to the 'Acceptable property types' in the following table.

#### Use of the property

- The whole of the property including any annexes must be used as the family residence under one Land Registry deed.
- No business use is acceptable with the exception of a home office use where no structural change is needed to sell the property as 100% residential.
- Annexes are acceptable provided they are suited to the property and there are no more than two units in total (main residence and the annexe). The annexe can have its own living and sleeping area, kitchen and bathroom but must be on the same council tax as the main residence.
- No letting to family members or unauthorised letting, with the exception of the lodger rule below.
- Shared driveways, septic tanks and other services (for example one water, gas or electric meter serving the main residence and annexe) are acceptable.
- The annexe can be occupied by a family member but they have to sign a waiver as part of the agreement. There is no requirement for the waiver to be witnessed by a professional providing they are not a borrower and over 18. Annexes cannot be let.
- Properties with lodgers will be considered up to a maximum of two lodgers with formal agreements residing in the property subject to the following lodger(s) do not reside in any self-contained accommodation and any formal agreements do not have a notice period greater than one month.

#### **Buildings insurance**

The property must be insured by the applicant to cover the reinstatement value of the amount advised in the valuation report. A copy of the policy certificate or schedule is required for approval prior to completion and more2life must be noted on the policy in the case of freehold and absolute

ownership properties. In the case of leasehold properties, the noted interest will be the landlord or management company. Where a copy of the policy, certificate or schedule is not available a fully completed Certificate of Comprehensive Building Insurance must be provided by the borrower's solicitors prior to completion.

#### Second and further charges

No second or further charges are permitted with any other lender on mortgaged property at the time of completion. Any outstanding secured loans must be repaid on completion. Further lending and use of any cash facility is acceptable, subject to the prevailing criteria and interest rates at the time.

#### References

References, valuations and offers are valid for:

- Application form 6 months.
- Voters roll/basic credit search 6 months.
- Valuation report 6 months.
- Offer 42 days.

#### Valuer's report

Properties must be valued by an approved firm from the more2life valuer's panel. A full internal inspection report must be prepared on an approved more2life valuation report and supported where applicable, by an approved more2life mortgage valuation re-inspection report. Valuation reports are only acceptable where they have been instructed by more2life directly with the panel valuer or by an authorised service provider to more2life.

#### Solicitors

more2life will always instruct its own conveyancing firm to act on its behalf in respect of conveyancing. Applicants may proceed with a firm of their choice. Applicants are liable for their own legal costs.

## Acceptable property types

Location	England, Isle of Wight, Wales and Mainland Scotland.
Tenure	<ul> <li>Freehold houses and bungalows</li> <li>Leasehold houses and bungalows, providing local authority/housing association are not the freeholder</li> <li>Leasehold flats/maisonettes, blocks up to 4 storeys high (providing local authority/housing association are not the freeholder)</li> <li>Leasehold where the applicant also owns the freehold on a separate title and there are long leases granted on the other flats in the building (will consider up to 4 flats in the block). Both the leasehold and freehold title should be charged</li> <li>Leasehold where the flats in the block are all held on separate leases and the freehold is held jointly and equally by each flat (i.e. each owner is named on the freehold title). We will consider up to 4 properties in the block and it should be confirmed that maintenance of the building is shared equally between the flats (no formal management company is required)</li> <li>Absolute ownership houses, bungalows and flats/maisonettes in a block up to 4 storeys high</li> <li>Coach house style properties.</li> </ul>
Leasehold requirements	If the property is leasehold it must comply with the following rules: Youngest applicant age : Minimum lease term remaining at application 55–60 : 125 years 61–65 : 119 years 66–70 : 114 years 71–75 : 109 years 76–80 : 104 years 81+ : 100 years
Ground rent, service charges and estate charges	<ul> <li>Where the ground rent is equal to or less than 0.50% of the property value this is acceptable unless the valuer has commented otherwise</li> <li>Where the ground rent doubles every 25 years or more, this is acceptable provided the current ground rent being paid meets the % vs the value as per above</li> <li>Service charges equal to or less than £1,500 outside of London (outside M25) or £2,500 inside of London (inside M25) are acceptable unless they impact on the future marketability/saleability of the property. Confirmation that the latest balance has been paid and up to date is required as part of the application process</li> <li>Historic Rent charges must be equal to or less than £50</li> <li>Estate charges, which are commonly seen on newly developed estates, are acceptable provided the charge is no</li> </ul>

	<ul> <li>more than 0.2% of value of property, subject to valuers comments. Where we are made aware a clause exists that allows the 'Charger' to establish the lease on non-payment, then this should be removed. Where this is not possible then as a minimum there should be a requirement that advanced notice is given to the lender with at least 2 months' notice</li> <li>If there are specific escalation terms on the estate charge or a cap on charges and these are not deemed onerous by the valuer then the charge is acceptable provided it is no more than 0.2% of the value of the property</li> </ul>
Flying freeholds	Up to 15% of the total floor area or shared access alleys
Property type	<ul> <li>Basement flats</li> <li>Septic tanks inside &amp; outside of the curtilage subject to satisfactory valuers comments and the septic tank not being shared between more than four properties and where there is a formal agreement in place with regards to access and maintenance. Where outside of the curtilage appropriate agreements and rights of access must exist</li> <li>Private water treatment plants.</li> <li>Barn conversions subject to all relevant permissions gained</li> <li>Coach house flats located over garage</li> <li>Converted flats</li> <li>Properties that have been underpinned more than 3 years ago should have a certificate of structural adequacy from a reputable company</li> <li>Listed Buildings – Grade 2 in England and Wales and Grade C in Scotland</li> <li>Ex-local authority/Council Houses or Bungalows with a minimum value of £150,000. Must be of traditional construction, poured in situ no fines construction (post 1940) or Laing Easiform cast in situ cavity wall construction type II, post 1940.</li> <li>Ex-local authority/Council Houses or Bungalow properties must also be in an area which is predominantly in private ownership, which must be equal to or greater than 40% and subject to satisfactory valuer's comments. The following link can be used to assist https://www.streetcheck.co.uk/</li> <li>Properties with commercial premises visible from the property and/or within potential influencing distance are acceptable subject to the valuer's comments. Properties above or directly attached (sharing a party wall) to a commercial premises are not acceptable Commercial premises are not acceptable Commercial includes (not an exhaustive list) Leisure - hotels, B&amp;Bs, public houses, restaurants, cafes, sports facilities/gyms, Retail - retail stores, shopping centres, shops, Office - office buildings, serviced offices, Healthcare - medical centres, hospitals, nursing/care homes, Industrial - industrial property, warehouses, garages, distribution</li> </ul>

	control marking forms (on all all with a suth distance)
	centres, working farms (specifically the outbuildings),
	modern built churches, schools and churches
	Possessory title, subject to satisfactory valuers comments.
Land	• Up to 5 acres of land, subject to no agricultural restrictions.
	Splitting of the title is not acceptable
Construction: Walls	• Conventional walls i.e. 265mm + cavity, 225mm + solid of
	brick, block, stone, flint etc.
	Poured in situ no fines construction, built post 1940
	Wattle and daub
	Lath and plaster inner walls
	Steel/metal framed built blocks of flats, built post 2000
	• Single skin walls (where single storey, a minor part of the
	whole property and in non-habitable rooms) that are
	deemed as non-traditional or non-standard by the Valuer
	• Post 1970's timber frame properties with external walls of
	brick or blockwork which may be rendered or clad. Where
	the external walls of the property are a mixture of timber
	and brick or blockwork, more than 50% of the external
	walls must be brick or blockwork. Where a property is
	borderline 50% or it is unclear the property is not
	acceptable. If cavity wall insulation has been added post
	construction, then the property is not acceptable
	Period timber frame pre 1900
	Cross wall construction where the party walls are masonry
	construction, built post 1960
	Laing Easiform cast in situ cavity wall construction type II,
	built post 1940
Construction: Roof	• Tile or slate
	Felt and asphalt
	Asbestos cement based tiles
	• Where a flat roof/low pitch is equal to or <40% of the total
	habitable roof area can be considered subject to standard
	controls and the valuation report indicates no roof repairs
	are required.
	• The calculation excludes attached or detached outbuildings
	of non-habitable usage i.e. garages, utility rooms, porches
	Thatched roofs (reed or straw only)
	Spray foam applied during the construction of the property
	as part of the design and is not applied to the tiles, or
	felting/batons then this is acceptable provided it is BBA
	approved, fully guaranteed and has all the relevant building
	regulation certificates
Builder's warranties	NHBC
	• LABC
	• BLP
	Build Zone
	Checkmate/Castle 10 Warranty Certificate – separate
	endorsement needed for unattached garages

	Ark Residential New Build Latent Defects Insurance –
	separate endorsement needed for unattached
	garages/outbuildings
	CRL Limited Warranty – where Ark Insurance Group Ltd
	have underwritten the policy
	PCC/Architect's certificate, subject to criteria
	Premier Guarantee
	One Guarantee
	Build Assure (New Home Structural Defects Insurance)
	Global Home Warranties (Structural Defects Insurance)
	Protek
	• ICW
	• ABC+
	The Q Policy for residential properties
	• The Q Policy for bespoke properties (detached only)
	Advantage (no more than 10 units in any continuous
	structure)
	Homeproof (formerly Aedis) - no more than 20 units in
	structure
Other	Solar Panels owned by the borrower or where leased,     where the panels are leased these will be subject to review.
	where the panels are leased these will be subject to review
	to ensure there are provisions contained in the lease that
	give the lender in possession the right to terminate.
	Unadopted Roads – where the road/drive servicing the
	property is unadopted this is acceptable where the road is
	in good condition, subject to valuers comments.
	• Japanese Knotweed graded either C or D, subject to valuers
	comments. Where the grading is B this can be considered
	where the knotweed has been treated with an appropriate
	remediation/management programme with an insurance-
	backed guarantee by a suitable specialist and subject
For the second all second and	to valuers comments
Environmental matters	• English properties or areas in flood zone 1 (see link below)
	which have flooded more than 5 years ago can be
	considered providing it is classed as an isolated event, it
	does not impact on the valuation and insurance can be
	obtained under normal terms. Any instance where the flooding relates to surface water is not considered
	acceptable regardless if it is a one off event. <u>https://flood-</u>
	map-for-planning.service.gov.uk/
	<ul> <li>Properties in zone 1 where part of the property boundary</li> </ul>
	<ul> <li>Properties in zone 1 where part of the property boundary (part of the garden etc.) is in zone 2 or zone 3 are</li> </ul>
	acceptable provided the property has never flooded and
	insurance is obtainable on normal terms
	<ul> <li>Any properties on the border between flood zone 1 &amp; 2 are</li> </ul>
	considered acceptable subject to valuers comments and
	insurance being obtained under normal terms. Properties in
	Scotland & Wales are not graded on a zone basis and
	enquiries must be made with all parties to establish if a
	known flood risk exists and insurance can be obtained
	under normal terms

• Properties on the border between flood zone 2 & 3 where
flood defences are in place.

All of the above are subject to a mortgage valuation

## Unacceptable property types

Location	Scottish Isles, Isle of Man, Northern Ireland, Channel Islands and
	Isles of Scilly
Tenure	Freehold flats/maisonettes
	Commonhold Tenure
	Blocks of flats over 4 storeys
	Crofted and de-crofted properties
	Leasehold properties in Scotland
	<ul> <li>Properties held in Trusts and will trust</li> </ul>
	Leasehold where the applicant also owns the freehold on a
	separate title and there are long leases granted on the other
	flats in the building with 5 or more flats in the block)
	Leasehold where the flats in the block are all held on
	separate leases and the freehold is held jointly and equally
	by each flat (i.e. each owner is named on the freehold title)
	if there are 5 or more properties in the block or no
	confirmation that maintenance of the building is shared
	equally between the flats
Leasehold requirements	• Where the remaining lease term does not meet the criteria, as per the table above in the acceptable section
Flying freeholds	<ul> <li>Flying freeholds greater than 15% of the total floor area or</li> </ul>
Fighting freeholds	• Flying neeroods greater than 15% of the total hoor area of shared access alleys
Ground rent	If the ground rent or service charge are considered onerous
and service charges	the property is not acceptable
	<ul> <li>If ground rent doubles in less than 25 years, this is not</li> </ul>
	acceptable
	<ul> <li>Any provisions which allow for the ground rent to be</li> </ul>
	increased over and above the Retail Price Index (RPI) e.g.
	doubling or where the increase is linked to another method
	including increase in the capital value of the block is not
	acceptable
	• Service charges greater than £1,500 outside of London
	(outside M25) or £2,500 inside London (inside M25).
	Where the service charge is greater than £1,500 but less
	than £2,500 outside London and greater than £2,500 but
	less than £3,500 inside London the property can be
	considered subject to valuers comments and no
	unreasonable escalation
	Estate charges, which are commonly seen on newly
	developed estates, are unacceptable where the charge is
	greater than 0.2% of value of property. Where we are made
	aware a clause exists that allows the 'Charger' to establish
	the lease on non-payment and this is not being removed or where the advanced potice given to the lender is less than
	where the advanced notice given to the lender is less than 2 months
Property type	Studio flat; i.e. open plan living area that incorporates
Property type	Kitchen and bedroom facilities

• Properties where the floor area is less than 30 square
metres (unless studio/basement flat as stated in acceptable
properties)
Grade 1 and 2* listed buildings
Grade A and B listed buildings in Scotland
Shared ownership
Commercial properties
Properties above or directly attached to commercial
properties. Commercial includes (not an exhaustive list)
Leisure - hotels, B&Bs, public houses, restaurants, cafes,
sports facilities/gyms, Retail - retail stores, shopping
centres, shops, Office - office buildings, serviced offices,
Healthcare - medical centres, hospitals, nursing/care
homes, Industrial - industrial property, warehouses,
garages, distribution centres, working farms (specifically
the outbuildings), modern built churches, schools and
churches
<ul> <li>Properties directly adjacent to infrastructure, including but</li> </ul>
not limited to a main dual carriageway, motorway, busy
railway or airport.
<ul> <li>Caravans/mobile homes/houseboats and park homes</li> </ul>
<ul> <li>Retirement properties/Sheltered accommodation</li> </ul>
• Properties without suitable services (such as not benefiting
from electricity or water)
<ul> <li>Ministry of Defence (MOD) housing</li> </ul>
<ul> <li>Steel/metal framed blocks of flats built pre 2000</li> </ul>
<ul> <li>Steel framed houses &amp; bungalows</li> </ul>
<ul> <li>Septic tanks shared between five or more properties or</li> </ul>
where there is no formal agreement in place relating to
access and maintenance
Properties subject to localised issues, e.g. fracking, new
airport runways, landfill sites, telephone masts, wind farms
• Ex-local authority flats/maisonettes including those built for
housing associations are not acceptable
• Ex-local authority houses and bungalows of non-traditional
construction are not acceptable including any which have
<ul> <li>been repaired</li> <li>Exclosed Authority bouses and bungalows with a property.</li> </ul>
<ul> <li>Ex-Local Authority houses and bungalows with a property value &lt;£150,000</li> </ul>
<ul> <li>Ex-local authority properties where the private ownership is</li> </ul>
equal to or less than 40%.
<ul> <li>The following link can be used to assist</li> </ul>
https://www.streetcheck.co.uk/
<ul> <li>Properties that have high voltage power lines passing</li> </ul>
directly over the site or within 100 metres of high voltage
equipment. For smaller sub-stations, often located on
residential streets and typically no larger than a garage, the
property will be acceptable based on the valuer's comments
and valuation
Back to back cluster homes
Tyneside flats

	Best 1000, 1070 timber from ed anon esting
	Post 1900-1970 timber framed properties
	Modern methods of construction (MMC)     Mundia constructs block (unloss graded A1 as a result of a
	Mundic concrete block (unless graded A1 as a result of a
	concrete screening test prepared in line with the latest RICS
	guidance)
	NB. The unacceptable property types should not be used as an
	exhaustive list. If in any doubt, refer to more2life for a decision
	on acceptance.
Land	Greater than 5 acres of land
	With agricultural restrictions
	Where there is a title split required
Construction: Walls	Non-standard construction types – see list of unacceptable
	property types or as determined by the Surveyor
	Airey construction
	Asbestos walls
	Cobb construction
	Colt construction
	Cumber homes
	Concrete block with cement render
	<ul> <li>Concrete slabs/blocks with timber frames</li> </ul>
	• Laing Easiform solid concrete wall construction type I, built
	pre 1940
	Prefabricated homes
	SSHA (Scottish Specialist Housing Association) No Fines
	Concrete
	Shiplap built on brick piers
	• Single skin walls (except where single storey, a minor part
	of the whole property & in non-habitable rooms) that are
	deemed as non-traditional or non-standard by the Valuer
	Steel framed blocks of flats built pre 2000
	• Steel framed houses & bungalows regardless of year
	• Timber frame property (pre 1970) with brick outer
	wall/cement & rendered outer wall (pebble dash)/fibreglass
	& plasterboard insulation/timber cladding
	Unity build
	Properties built entirely of wood
	• Prefabricated or any properties constructed of or supported
	by concrete (wimpey no fines concrete walls & subject to
	individual approval by the Valuer)
	Poured in situ no fines construction, built pre 1940
	<ul> <li>PRC of any kind – repaired or unrepaired</li> </ul>
	NB. The unacceptable property types should not be used as an
	exhaustive list. If in any doubt, refer to more2life for a decision
	on acceptance.
Construction: Roof	Asbestos roof/tiles, unless low content asbestos cement
	based
	<ul> <li>Flat roofs more than 40% of property's roof area excluding</li> </ul>
	non-habitable areas.

	<ul> <li>Thatch roof not constructed of reed or straw</li> <li>Traditional pitched roofs which have been treated internally or externally with coating or foam unless applied during the construction of the property as part of the design and is not applied to the tiles, or felting/batons then this is acceptable provided it is BBA approved, fully guaranteed and has all the relevant building regulation certificates.</li> </ul>
Environmental matters	<ul> <li>Coastal erosion</li> <li>Properties in an area flooded within the last 5 years or in flood zone 2 &amp; 3 without defences.</li> <li>Japanese Knotweed graded A</li> <li>In any instances where the flooding relates to surface water this is not acceptable regardless if they were a one-off event</li> </ul>
Other	<ul> <li>Solar panel leases that do not grant rights of termination or where the valuation raised concerns.</li> <li>Retentions for essential works</li> <li>Unadopted roads that are in poor condition</li> <li>Heavily cluttered properties</li> <li>Where materials containing asbestos are present e.g. sprayed asbestos, lagging, insulating boards or vermiculite loose insulation</li> </ul>

THIS IS INTENDED FOR INTERMEDIARIES ONLY AND HAS NOT BEEN APPROVED FOR CUSTOMER USE.

