

LOAN APPLICATION FORM

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THIS LOAN APPLICATION FORM MUST BE FULLY COMPLETED. FAILURE TO DISCLOSE ALL REQUIRED INFORMATION MAY DELAY APPROVAL OF YOUR LOAN APPLICATION.

A. PERSONAL DETAILS

Membership No: _____ Payroll No: (if applicable) _____ NI No: _____

Surname: Mr/Mrs/Miss: _____ First Name: _____

Date of Birth: _____ Marital Status: _____ No. of Dependents: _____

Present Address: _____

Post Code: _____ Home Telephone No: _____ Mobile No: _____

Time at present address Years months Email: _____

Previous Address: _____

(If at present address for less than 3 years)

Are you a: Home Owner Shared Ownership Tenant Lodger Living with Parent

B. LOAN DETAILS

Amount of Loan Required: £ Loan Repayment per month: £ _____

Date of Application: _____ Normal Savings per month: £ _____

Membership a/c Balance: £ _____ FPP: £ _____

Present Loan Balance: £ _____ Private CU Lottery: £ _____

Repayment Period: _____ Total Deduction per month: £ _____

Payment by: Cheque Transfer into CUCA Account BACS payment into my bank account (please provide details)

If you would like your loan paid directly into your bank account please provide your bank details

Bank Name: _____ Account Number: Sort Code: - -

Date account opened Month Year

Bank / Building Society Address: _____

Purpose of Loan: I require this loan for the following Provident & Productive purposes – **(Please explain your need fully.)**

C. APPLICANT'S EMPLOYMENT DETAILS: (if applicable)

Company Name: _____ Department: _____ Full Time Part Time

Nature of Employment: _____ Position: _____

Permanent: YES NO Contractor: YES NO Duration of Contract: _____

Work Address: _____

Time with current employer: _____ Work Telephone No: _____

D. WIFE/HUSBAND/PARTNER'S EMPLOYMENT DETAILS:

Surname: Mr/Mrs/Miss: _____ First Name: _____

Employer: _____ Date Employed: _____

Nature of Employment: _____ Position: _____

Work Address: _____

Work Telephone No: _____

E. PARTNER'S DECLARATION

If you have declared your partner's income details as part of your overall income in applying for this loan, your partner will need to sign below confirming agreement for their information to be used in considering the loan and its repayment.

Partner's name Partner's signature

DON'T FORGET TO INCLUDE PROOF OF ADDRESS, YOUR CURRENT PAYSIP AND LAST TWO MONTHS' BANK STATEMENTS

F. INCOME AND EXPENDITURE DETAILS: Please include all household income and expenditure, plus balances of other borrowings and savings and value of assets i.e. house, car, life policies and others

Income Item	£ per month	Expenditure Item	£ per month	Outstanding Balance £	Value of Assets
Salary/wages		Rent			
		Mortgage			
Partner's income		Council tax			
Benefits		Electricity			
Income Support		Gas			
Job Seekers Allowance		Telephone			
Working Tax Credit		Groceries			
Disability Living Allowance		Catalogues			
Pension Credit		Credit cards			
		Hire purchase			
Private Pension		Car Loan			
Other income (please specify)		Other loans			
		Travel			
		Clothing			
		Pension			
		Savings/investments			
		Home insurance			
		Car insurance			
		Life assurance			
		Other (please specify)			
TOTAL (A)		TOTAL (B)			

G. COUNTY COURT JUDGMENTS:

Do you have any outstanding County Court Judgments? YES NO

If so, please give details on a separate sheet. Having a CCJ against you does not necessarily mean that the loan will be refused.

H. DECLARATION: "I DECLARE, TO THE BEST OF MY KNOWLEDGE AND BELIEF," THAT:

- I am not indebted to any other Credit Union, Bank or Loan Agency either as a borrower or a Guarantor, except as stated on this application form.
- To the best of my knowledge and belief I AM I AM NOT in good health and I AM FIT NOT FIT to follow my normal occupation
- I understand a Guarantor may be required to sign the loan agreement upon collection of this loan if requested.
- I authorise the credit union to obtain any further information as required from my employer or credit reference agency.
- ALL STATEMENTS CONTAINED IN THIS APPLICATION ARE COMPLETE AND ACCURATE TO MY BEST KNOWLEDGE & BELIEF and I acknowledge that if any information given in this application proves incomplete or inaccurate, any loan to me as a result of this application may become immediately repayable to the Credit Union.
- I understand that the provision of false information is fraud and that the credit union may take appropriate action if I am found to have deliberately provided false or misleading information.
- I understand that in the event of loss of my income / employment due to an accident, redundancy or sickness, I will still be required to pay my agreed loan repayments.
- I understand that if I have an existing direct debit arrangement with the Credit Union this will be increased automatically to cover the loan repayment, savings and any payment due to the Credit Union.
- I understand that I will not be able to withdraw savings in my Membership Account (Share 1) until the loan is completely cleared or my savings are higher than any outstanding loan
- I have read and understood the attached condensed guide to the use of my personal information by the London Mutual Credit Union and at Credit Reference and Fraud Prevention Agencies and agree to such information being shared.

Signature of Applicant: _____ Date: _____

An interest rate of between 0.5% to 3% per month will be charged on the outstanding balance every month, depending on the type of loan that you have been granted. The interest rate of this loan will be shown on the Loan Agreement.

THE LOAN OFFICER RESERVES THE RIGHT TO CARRY OUT CREDIT CHECKS ON LOAN APPLICANTS

PRIVACY AND DATA PROTECTION STATEMENT:

In accordance with Data Protection Act 2018, and the General Data Protection Regulation 2018, the London Mutual Credit Union Ltd will ensure that your personal data is processed lawfully, fairly and transparently. Data will be collected for specified, explicit and legitimate purposes and not processed in a manner incompatible with those purposes. The personal data that we hold will be accurate and - where necessary be kept up to date. London Mutual Credit Union Ltd will not pass your personal data on to any third parties except where processing by a third party is necessary for the performance of a task or a contract. We will use your data to process your application and to help manage your account(s) and any service you use. Your personal details will be treated confidentially and will only be shared with other agencies for the purposes of credit referencing, fraud prevention and debt recovery. Please read our full Privacy Policy at creditunion.co.uk/privacy-policy or ask us for a copy in branch.

Important Information for you to read

Thank you for choosing the London Mutual Credit Union for your loan.

1. Our loan progress tracking facility

- Please don't call us for the progress of your loan application as we will not be able to give you the answer. We will let you know as soon as the loan is approved!
- We will now text you at each stage of the loan process. You will receive a number of text messages from us within the next 10 working days to keep you informed on the progress of your application.
- We really appreciate your co-operation.

2. What happens to my Membership Account (Share 1) savings when I take out a loan?

- It is a condition of the loan that your savings with the Credit Union are kept as security for any outstanding loan.
- You will not be able to withdraw savings in your Membership Account (Share 1) until the loan is completely cleared or your savings are higher than any outstanding loan.
- Once the loan has been granted, you have a 14 day cooling off period to decide if you want to accept the loan you have just taken.

3. What happens if I have problems paying back my loan?

We can help

- If you have any difficulty in repaying your loan please talk to us immediately.
- We always try to help members experiencing difficulty, but unless we come to an arrangement we will pursue all avenues to recover monies due to us. This includes informing credit reference agencies, the Department of Works and Pensions (DWP) where appropriate, debt recovery agencies and taking legal action.

A condensed guide to the use of your personal information by ourselves and at Credit Reference and Fraud Prevention Agencies

- 1) When you apply to us to open an account or apply for Credit, the London Mutual Credit Union will check the following records about you and others (see 2 below)
 - a) Our own;
 - b) Those at credit reference agencies (CRAs). When CRAs receive a search from us they will place a search footprint on your credit file that may be seen by other lenders. They supply to us both public (including the electoral register) and shared credit and fraud prevention information.
 - c) Those at fraud prevention agencies (FPAs).

We will make checks such as; assessing this application for credit and verifying identities to prevent and detect crime and money laundering. We may also make periodic searches at CRAs and FPAs to manage your account with us.
- 2) The personal information we have collected from you will be shared with fraud prevention agencies who will use it to prevent fraud and money-laundering and to verify your identity. If fraud is detected, you could be refused certain services, finance, or employment. For further details of how your information will be used by us and these fraud prevention agencies, and your data protection rights, please visit creditunion.co.uk or ask in branch for the full Fair Processing Notice.
- 3) If you are making a joint application or tell us that you have a spouse or financial associate, we will link your records together so you must be sure that you have their agreement to disclose information about them. CRAs also link your records together and these links will remain on your and their files until such time as you or your partner successfully files for a disassociation with the CRAs to break that link.
- 4) Information on applications will be sent to CRAs and will be recorded by them. Where you borrow from us, we will give details of your accounts and how you manage it/them to CRAs. If you borrow and do not repay in full and on time, CRAs will record the outstanding debt. This information may be supplied to other organisations by CRAs and FPAs to perform similar checks and to trace your whereabouts and recover debts that you owe. Records remain on file for 6 years after they are closed, whether settled by you or defaulted.
- 5) If you give us false or inaccurate information and we suspect or identify fraud we will record this and may also pass this information to FPAs and other organisations involved in crime and fraud prevention.
- 6) If you have borrowed from us and do not make payments that you owe us, we will trace your whereabouts and recover debts.
- 7) We and other organisations may access and use from other countries the information recorded by fraud prevention agencies.
- 8) Your data may also be used for other purposes for which you give your specific permission or, in very limited circumstances, when required by law or where permitted under the terms of the Data Protection Act 2018 and the General Data Protection Regulation 2018.

How to find out more

This is a condensed version and if you would like to read the full details of how your data may be used please visit our website at www.creditunion.co.uk or phone us on 020 3773 1751 or ask one of our staff or email our loan team direct to loans@creditunion.co.uk who will be happy to email you the full details.

If you would like further information as to how your information may be used by credit reference agencies please request a copy of the Credit Reference Information Notice (CRAIN) from your local Credit Union office.

You can contact the CRAs currently operating in the UK; the information they hold may not be the same so it is worth contacting them all. They will charge you a small statutory fee.

CallCredit, Consumer Services Team, PO Box 491, Leeds, LS3 1WZ or call 0870 060 1414

Equifax PLC, Credit File Advice Centre, PO Box 3001, Bradford, BD1 5US or call 0845 603 3000

or log on to www.equifax.co.uk

Experian, Consumer Help Service, PO Box 8000, Nottingham NG80 7WF or call 0344 481 8000

or log on to www.experian.co.uk