

% of income accepted	Qualifying Income (per annum)	Condition	Verification
100%	Current basic income or other permanent contractual income.		P60, Payslips, Employment reference as and when required for additional clarity to confirm probation, changes in income etc.
100%	Overtime, bonus, commission.	Allowed subject to verification of 12 months' earnings. An average will be taken of regular overtime, bonus or commission. If 12 months' evidence is not available, then 50% of overtime, bonus or commission will be used.	P60, Payslips, Employment reference will be required if evidence from payslips of overtime, bonus or commission is insufficient to make a reasonable judgment.
100%	Tips	Allowed subject to verification of 12 months' earnings. An average will be taken of regular tips. If 12 months' evidence is not available, then 50% of tips will be used.	This must be evidenced by bank statements (cash tips are not acceptable)
100%	Large town allowance, e.g., London weighting, cost of living supplement.		P60, Payslips, Employment reference will be required if evidence from payslips is insufficient to make a reasonable judgment.
100%	Private / State pension	Pension should be checked to understand any reductions made during the remaining term of the contract. There is usually a reduction made to the sum paid to the spouse or beneficiary if a pensioner dies.	State: latest months bank statements or a letter from DWP dated within last 3 months. Private: latest months bank statements or latest pension slip.
100%	SIPP Fund	This can only be from liquid assets, i.e. cash amounts within the fund. The underwriter must gauge the longevity of the level of income declared against the term of the mortgage to satisfy on going affordability. There must be sufficient amount left in the fund for a period of ten years after the end of the term of our mortgage Any overseas assets contained within the fund must be checked against the sanctioned and non-cooperative countries list as these will not be permitted. Any cases where SIPPs form part of the income should be	Latest SIPP Fund statement

		subject to Enhanced Mandating.	
100%	Income from part time employment		P60, Payslips. Employment reference as and when required for additional clarity to confirm probation, changes in income etc.
100%	Child benefit payments	Care should be taken not to include any child benefit payment in the affordability assessment if either applicant earns in excess of £50,000.	Latest months bank statements, coded as CHB and paid into bank account weekly / every four weeks, or a letter confirming amount of benefit. Children must be aged 13 or under.
100%	Disability Living Allowance/Carers allowance		Bank statements evidencing payments, or latest letter from DWP.
100%	Child Tax Credit		Bank statements evidencing payments, or latest letter from HMRC. Children must be aged 13 or under.
75%	Working Tax Credit		Bank statements evidencing payments, or latest letter from HMRC.
75% (*100% for HOLD)	Universal Credits	We will only accept Universal Credits if the notice clearly shows a breakdown of the payments received, and what they are for. The only part that can be used in the affordability assessment are payments for children - this must be stated. *If for HOLD mortgages the full Universal Credit can be used	Universal Credit notice and bank statements showing credits. Children must be aged 13 or under.

75% (100% for HOLD)	Pension Credit		Bank statements evidencing payments, or latest letter from HMRC.
75%	Maintenance (including payments via Child Support Agency)	<p>If it is received under the terms of a court order or a CSA assessment a copy of maintenance agreement must be provided.</p> <p>If a Court order or CSA agreement is not in place and it can be evidenced that payments have been received continuously for the last 12 months, then this is acceptable.</p> <p>We will not accept payments that have not been received satisfactorily for at least 12 months (and at current level for 3 months).</p>	Copy of maintenance agreement and/or 12 months bank statements showing payment received. If maintenance in respect of children, they must be aged 13 or under.
100%	Industrial Injuries Disablement Benefit		Bank statements coded as IIDB or a letter confirming benefit.
50%	Dividend income or interest received from investments	If it is determined income from this source is sustainable.	Dividend statements or tax assessment.
100%	Dividend income when the dividend is paid to a director/ shareholder in lieu of salary.	Care should be exercised that the company has the ability to make the payments	Annual Accounts
100%	Income from permanent secondary employment.	If both employments represent normal working hours can use 100%.	Employment Reference, P60, Payslips. Must have been employed for a minimum of 6 months.
100%	Income from lodgers	<p>Capped at the level set by the Government under its 'rent a room' scheme (currently £7.5k pa). The property must be judged to be capable of meeting the needs of the borrower(s) and their lodger. Only one lodger is permitted.</p> <p>Max LTV 80%; Capital and Interest Repayment required; The rent from the lodger must <u>not equate to more than 25%</u> of monthly mortgage payment.</p>	the last 12 months data from a combination of payslips and P60 as available.

<p>100%(Up to) Any income used from this source will be subject to underwriters rationale.</p>	<p>Zero Hours Contracts</p>	<p>If LTV =<80% We will require a minimum employment period of 12 months and will calculate an annual income figure from an average of the last 12 months data from a combination of payslips and P60 as available.</p>	<p>The last 12 months data from a combination of payslips and P60 as available.</p>
<p>100%</p>	<p>Trust Fund</p>	<p>Subject to the level of income declared being confirmed as sustainable throughout the mortgage term i.e. the fund value must support the level of income being drawn for the entirety of the mortgage term.</p>	<p>The latest Trust Document must be retained on the file.</p>