

Membership Application form

About your brokerage



Full business name:

Full business address: *(Please include county & Post code)*

County:

Post code:

Main telephone number:

Fax number:

Website:

Date business formed:

Consumer Credit Licence No:

FSA Registration No:

Data Protection Licence No:

Company number:

Name of main point of contact:

Role/Position within firm:

Telephone number:

Mobile number:

e-mail:

Date joined firm:

Home Address:

Previous Address*: *(if at current address for less than 3 years)*

Post code:

Post code:

Registered individuals (RIs): *(Please list the details of all those within the firm who actually broker business. Please continue on a second sheet if required. Please note, all RIs will need to read and sign the declaration on the back of this form.)*

Name

Telephone number:

Mobile number:

e-mail:

Date joined firm:

Home Address:

Previous Address*: *(if at current address for less than 3 years)*

Post code:

Post code:

Name

Telephone number:

Mobile number:

e-mail:

Date joined firm:

Home Address:

Previous Address*: *(if at current address for less than 3 years)*

Post code:

Post code:

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About the business you write

Business written: (expressed as an approximate percentage of total business written in the last year. These are meant to give an indication **only**)

Commercial mortgages:	%	Factoring/Invoice discounting:	%
Motor vehicle finance:	%	Buy-to-let mortgages:	%
Leasing & asset finance:	%	Residential mortgages:	%
Professional Services:	%	Short term/bridging finance:	%

Commercial Mortgages: (If you have entered a value in the Commercial mortgage box above, please can you select a **maximum of 5** categories which define the majority of the business written in the last twelve months. Please **tick** as appropriate.)

Commercial Industrial:	Offices:
Commercial investment property:	Petrol stations:
Commercial property development:	Professional practices:
Farms:	Public houses:
Franchises:	Residential investment property:
Garage showrooms:	Residential property development:
Hotels:	Retail:
Nursing/care homes:	Schools & nurseries:

Leasing & asset finance: (If you have entered a value in the leasing & asset finance box above, please can you select a **maximum of 5** categories which define the majority of the business written in the last twelve months. Please **tick** as appropriate.)

Agricultural equipment & plant:	Machine tools:
Agricultural vehicles:	Medical & dental equipment:
Aircraft:	Mobile buildings:
Amusement industry:	Office furniture/equipment:
Caravans/mobile homes:	Parking meters/Pay & Display:
Cars:	Phone systems:
Commercial vehicles:	Printing equipment:
Computers:(including mainframe, PCs, networks & software)	Production/processing plant:
Construction plant & equipment:	Rolling stock:
Containers:	Ships & marine equipment:
Forklift trucks:	Trailers:
Hotel/pub/restaurant furniture:	Vending & catering equipment:

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About your brokerage (cont.) / References/Enclosures

Buy-to-let Mortgages: (If you have entered a value in the Buy-to-let mortgage box above, please can indicate if you have carried out any buy-to-let business which falls into the following categories within the last twelve months. Please tick as appropriate.)

FSA regulated buy-to-let:

Holiday lets:

Foreign property:

Ltd Company as a borrower:

Bank Reference/Status enquiry: (Please note that any costs incurred by requesting this reference are the responsibility of the applicant.)

Bank/branch name:

Sort code: - -

Address:

Account number:

Account name:

Post code:

Bank Contact name:

References: (Please provide the names of two nationally recognised organisation that provided finance for your clients over the past twelve months.)

Lender Name:

Lender Name:

Address:

Address:

Post code:

Post code:

Contact name:

Contact name:

Telephone number:

Telephone number:

Email address:

Email address:

Professional Indemnity Insurance:

Name of insurer:

Please make sure you enclose:

- 1 ID for each registered individual**
(either a certified copy of a passport or driving licence; and a copy of a utility bill)
- 2 Copies of 12 offers of loan from at least 3 different lenders***
(* Commercial mortgage and buy-to-let brokers only)
- 3 A copy of your Data Protection Licence**
- 4 Current Terms of Business agreement**
- 5 A short CV for each individual**
- 6 A copy of your Consumer Credit Licence**
- 7 A copy of your PI certificate**
(If you would like to apply to become a member of the NACFB's block policy scheme, please tick here)
- 8 A cheque or completed Direct Debit mandate**

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Data Protection/Declaration

DATA PROTECTION

We (NACFB or its group subsidiaries - "NACFB") will keep, securely, and for as long as we are required by law to do so, details we hold about you for the purposes of the effective regulation of the affairs of NACFB.

- In order to process your application we will disclose your details to licensed credit reference agencies, to your Bank, and to members and patrons of the NACFB, to enable us to search their files in order to process your application for membership (or to update such information from time to time). If you would like details of such agencies please write to us. If false statements are as a consequence revealed we will record this fact.
- Following approval of your application we will circulate such details we may hold about you to other members and Patrons of the NACFB in order to communicate information, products or services relevant to your membership of NACFB. We will also publish your details via the NACFB website for the purposes of verification of membership.
- We may also communicate your details to such third parties as NACFB considers, at its discretion, to be in the best interests of its members and their businesses. If you do not wish us to circulate your details for these purposes please tick this box:
- You have the right to apply to NACFB for any personal information we may hold about you. An administrative charge may be made.

The NACFB will now attempt to verify your identity. This process involves checking the details you supply against those held on a number of specific databases Experian - the credit reference agency - has access to, for example information from the Electoral Register and fraud prevention agencies. Scoring methods will be used in the verification process as this gives a more thorough check of the available data. A record of this process will be kept that may be used to help other companies to verify your identity. We may also pass information to organisations involved in fraud

prevention to protect ourselves and our customers from theft and fraud. If you supply false or inaccurate information and we suspect fraud, we will record this and share this information with other organisations. By signing below you are agreeing for the NACFB to use your data in this way.

DECLARATION (To be read and signed by all RIs and main contact)

- I/we hereby make application for election as a member of the Association for a period of twelve months
- I/we declare that the information given above and by each Registered Individual is true to the best of my/our knowledge and belief
- I/we declare that there are no circumstances of which the National Executive should be aware which may adversely effect the consideration of this application or my/our suitability for membership. (Such circumstances include any adverse credit history registered against any individual or company in which I/we are a Director or controlling Shareholder and in any way connected to this application e.g. liquidation, bankruptcy, receivership, County Court Judgements, arrangement with creditors); or have any adverse information registered against me/us by any regulatory body or trade organisation.
- I/we understand that registration as full members will be granted at the absolute discretion of the National Executive, who are under no obligation to give any reason or explanation should membership be declined
- I/we agree to provide on demand at any time copies of any documents that may be required to establish my/our suitability as a commercial finance broker(s)
- I/we agree to provide on demand at any time copies of any documents that may be required to assist in any investigation being carried out by the National Executive
- If elected I/we agree to abide by the NACFB Code of Practice as revised from time to time, and acknowledge the statements above covering the Data Protection Act 1998

Signed

Print Name

Dated

Signed

Print Name

Dated

Signed

Print Name

Dated

Signed

Print Name

Dated