

Simplifying your application journey

We know how important it is for both you and your client that the application process goes as smoothly as possible, which is why we've pulled together this guide. Below is a list of essential documents that you'll need to have ready to avoid delays.

There are some documents that we will need as soon as possible in order to make the application process more efficient, so gathering this information straight away could help get your client to completion as quickly as possible.

Essential documents



Photo ID

Required by the solicitor and lender as part of the verification process. It's essential that your client's ID should match the title deeds, with both legal name and address matching, otherwise further documentation may be required.



Buildings insurance schedule

This will need to be effective at completion and will need to have sufficient sum assured as defined by the lenders valuation.



Council Tax & utility bills (dated within 3 months of application)

This may be required if your client fails lenders ID checks and should feature both names if it is a joint application, other documents may be acceptable if these aren't available.



Bank account checks (last 3 months)

This should be a bank statement for the account the money is to be paid into, this will need to be a joint account for joint applications. Statements must list the client's name, account number and address.

Additional documents

You may need additional documents from this section, depending on your client's individual circumstances:

- **Mortgage/charge reference numbers and provider details** – add these to the lender application and provide to the solicitor. This allows lender and solicitor to start requesting redemption statements from the start of the process.
- **Lived in the property less than 3 months** – provide 6 months' worth of current account bank statements.
- **Title deeds** – only the applicant/s can be on the title;
 - **Divorced/separated** – decree absolute/ separation agreement or financial consent order required
 - **Widowed** – death certificate, plus will or grant of probate may be required.
- **Power of Attorney** – original document will be required, the equity release funds must be for the benefit of the Donor.
- **Solar panels;**
 - **Owned outright** – Receipt & MCS certificate required
 - **Leased** – copy of lease required. Deed of Variation may be required if the lease isn't compliant.
- **Unregistered** – title deeds will be required, or reconstitution of title – will need to be registered at Land Registry before completion (completed on completion in Scotland).
- **Leasehold** – management company details required. Insufficient term will need a lease extension (not applicable in Scotland).
- **Purchases** – If purchasing a property as part of the transaction, confirmation of solicitor and estate agent details. Ideally, the same solicitor should complete both ER and purchase, as it is likely to be more expensive to have two solicitors acting and often takes longer.
- **Occupiers** – they will need to sign a waiver. If the lender requires the customer to receive independent legal advice, they will need to find an independent solicitor (note: not needed in Scotland).
- **Trust** – original trust deed required. Will need to be collapsed ahead of equity release completing.
- **Bankruptcy** – Certificate of Satisfaction required confirming bankruptcy is settled.

Find out more

If you'd like more support with processing an equity release application, or information on any of our Horizon plans, visit our Adviser Zone, where you'll find a wealth of knowledge at your fingertips.

Please get in touch with any further queries, we're here to support you and your clients every step of the way.

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