

APPOINTMENT TO THE INTERMEDIARY PANEL

To be considered for appointment to The Stafford Building Society intermediary panel please complete all sections of this form. Your completed form should be scanned and emailed to Brokers@srbs.co.uk or posted to Mortgage Department, Stafford Railway Building Society, 4 Market Square, Stafford ST16 2JH.

Organisation details

Firm name (as registered with the regulator)

Trading name (if different to above)

Principal contact name

Main office address

Telephone number

Mobile

Fax

Email

Are you DA ☐ Preferred mortgage club

1.

2.

3.

Appointed Rep ☐ Name of network

Companies house number
(if n/a please complete section below)

Sole trader yes ☐ no ☐

If yes, please provide your home address

FCA Details

Please complete as appropriate.

If directly authorised, please provide:

The FCA number of your firm

Authorised individual of your firm for compliance oversight

If an appointed representative please provide:

The FCA number of your firm

Authorised individual of your firm for compliance oversight

Please provide the name of MLRO for your business

Principles of business

Please confirm that you have appropriate **Consumer Duty** and conduct policies in place

☐

Please confirm that you apply the FCA principles of Business within your own business

☐

SRBS Mortgage Hub

In order to submit mortgage business to the Society you will first need to register with us on our SRBS Mortgage Hub at intermediaries.srbs.co.uk. The system allows individuals within your firm to have 'super user' status.

Super users are able to do 3 things -

- View the data and transactions of all registered users within your firm.
- Perform admin functions such as uploading required documents
- Authorizing new registrations within your firm and removing leavers.

Please state the names of those individuals who require this facility (More super users can be added by yourselves at any time). See user guide for more information

Super user 1

Super user 2

Procurement fees payment

If your payment is required through a club or an AR network then the below details do not need completing.

If you require your payment paying directly then complete the details below (Directly Authorised Brokers only)

Company name (as registered with the regulator)	
FCA number	
Correspondance address	
Telephone number	
Email address	
Fax number	
Bank name	
Bank address	
Account name	
Account number	
Sort code	

Authorised mortgage advisors

All authorised mortgage advisors will need to log on to SRBS Mortgage Hub at www.intermediaries.srbs.co.uk and register themselves individually.

Declaration

This form should be signed by the managing director and/or suitably authorised individual within the firm, who is responsible for mortgage contract mediation that is a named individual on the FCA register.

- ☐ I/we hold current authorisation from the regulator for advising on and arranging mortgages or
- ☐ I am/we are appointed representative of a firm that is authorised by the regulator for conducting such activities.
- ☐ I/we will notify The Stafford Building Society if I am/we are investigated for breach of the financial services and markets act 2000, investigated by any other regulatory body or if my/our registration with the regulator is terminated.
- ☐ I/we will uphold the regulators principles of **The Consumer Duty** at all times.
- ☐ I/we acknowledge that an agreement in principle issued in respect of any mortgage is not binding.
- ☐ I/we confirm that I have read and fully understood the Terms of Business of The Stafford Building Society.

Signed

Print

Date