



Citi Brief: New Application Forms and Checklists

Dear Business Partners,

Firstly, I hope this email continues to find you, your family and colleagues safe & well.

Citi has updated the attached New Business Mortgage Application Form version 29, Introducer Acknowledgement Checklist version 6, Virtual Home Loan Introducer Acknowledgement and Checklist version 3 and Change to Home Loan Request Form version 23.

A summary of the key changes to the New Business application are as follows:

1. Privacy Acknowledgment and Consent, section O, point 11 has been reviewed and updated.

A summary of the key changes to the New Business checklist are as follows:

2. PAYG section, point 1, has been amended to reflect a policy change.
3. Self Employed-Option 1 section, point 1, 2 & 3 have been amended to reflect a policy change.

Brokers submitting new applications should complete version 29 of the Citi Home Loan application effective immediately.

Brokers submitting variation applications should complete version 23 of the Citi Change to Home Loan request form effective immediately.

For pipeline applications versions 28 and 22 respectively will continue to be accepted by Citi for any applications submitted up until the 15th November 2021 after which these application versions will become redundant.

Please don't hesitate to contact me if you have any questions on the above change.

Please ensure you update your proprietary software with these new forms as soon as possible.

Thank you for your ongoing support.

Regards,

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Matt Wood

Head of Mortgages Distribution

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