



Date

Mortgages  
TSB Bank plc  
PO Box 373  
Manston Lane  
Leeds  
LS14 9GQ

Tel no: 0800 056 1088  
Fax no: 0203 357 9150

Mortgage Reference Number

Dear Sir/Madam,

Accountant's report for:

Our customer has authorised me to contact you regarding their business:

Please complete the enclosed form and return it to the fax number above, using the enclosed header sheet. If you're unable to fax back, please complete and return it to the above address.

Your company stamp must be added to the form. If you don't have a company stamp, please return the form with a sheet of your company's headed paper. Any alterations must be clearly marked and initialled.

If you're unable to complete this form and wish to reply on your headed paper, then include all the information detailed on the form. In particular, please ensure that the reply:

- Is addressed to TSB Bank plc
- Quotes the mortgage account number
- Quotes your telephone number
- States your VAT number where applicable
- Is signed, dated and quotes the name and qualification of the accountant providing the information

We may have to disclose this information to the applicant under the Data Protection Act. Your prompt reply would be appreciated. Thank you for your help.

Yours sincerely,

**Gareth Allen**  
Head of Mortgage Services

**Enclosed** – Accountant's Report and Fax Header Sheet

If you'd like this in another format such as large print, Braille or audio please ask in branch.

If you have a hearing or speech impairment you can contact us using Text Relay (previously Typetalk) or Textphone on **0345 835 3843** (lines are open 24 hours a day, seven days a week).

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# Accountant's report.

(Please complete all sections and return both pages)

(Page 1 of 2)

Mortgage account number: M

Name and address of customer(s)

Name and address of customer's business

Type(s) of business

Is the business a:

Sole Trader

Partnership

Ltd Liability Partnership

Limited company

Family Business

What percentage of the business does the customer own? %

How does the customer derive their Income? PAYE/Dividends/Net Profit

## PLEASE INPUT THE FULL BUSINESS RESULTS IN THE TABLE BELOW

	Latest Full Year (Actual)	Previous Full Year (Actual)	Projected (PLEASE COMPLETE IF - income declining or where increasing by 100% or more in latest year)
Year Ended (DD/MM/YY)			
Turnover £			
Gross Profit £			
Net profit £ (If Ltd co. use profit after Corporation tax)			
Customer's Own Income			
PAYE £			
Dividends £			
Share of Net Profit £ (If Ltd co. use profit after Corporation Tax)			

Details of income from other sources

# Accountant's report.

(Page 2 of 2)

Mortgage account number: **M**

From what date has the business been trading?  
(DD/MM/YY)

From what date have you been representing the business?  
(DD/MM/YY)

General statement of the business's health, including commentary where net profit is projected to reduce in current year.

Provide details of any Covid support received e.g SEISS grants (dates and amounts), Bounce Back Loans, CBILS or use of Job Retention Scheme.

Any other comments about the business or the customer's income? (e.g. reasons why the business has made a loss or if the income is declining or fluctuating)?

Your stamp (below) or include company letter headed paper  
(PLEASE COMPLETE)

Name

Signature

Qualifications

Accountancy Body

Date

# Fax communication.



**TO:** For the attention of: Mortgage Processing  
TSB Bank plc

Fax number: 0203 357 9150

Number of pages  
(including this page)

**FROM:** Sender's name

Company

Telephone

Fax number

Mortgage account number

Customer surname

Customer postcode

**DATE:** DD/MM/YY

