



Date

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

Tel no: 0800 056 1088
Email: applicationsgeneral@tsb.co.uk

Mortgage Reference Number

Dear Sir/Madam,

Income confirmation for:

Our customer has authorised me to contact you about their income from the below employer:

As our customer is employed by a family member, we need additional verification of their income.

Please provide the following:

- Their last 3 months or last 6 weeks gross and net salary payments.
- Confirmation that the level of income declared is sustainable.
- Their annual salary.

Please ensure information:

- Is addressed to TSB Bank plc.
- Quotes the mortgage reference number detailed above
- Is signed and dated.
- Is accompanied by your company headed paper or a company stamp.

To help you capture the information, we've enclosed a standard form. You're welcome to use your own document, however please ensure that it contains all the information above. You can reply to us by email or post. Our details are at the top of this letter.

Yours sincerely,

Your TSB Mortgage Team

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 reference.

TSB family firm income verification (please complete all sections)

Mortgage reference number

Name and address of applicant

Name and address of applicant's employer

Latest 3 months / 6 weekly salary		
	GROSS	NET
Month 1 / Week 1	£	£
Week 2	£	£
Month 2 / Week 3	£	£
Week 4	£	£
Month 3 / Week 5	£	£
Week 6	£	£

Please confirm gross annual salary £

Please confirm the above income is sustainable? YES/NO

Your company stamp (If unavailable, please include company letterhead).

Name

Signature

Position held

Date