

# Change loan account from Homeloan to Buy-to-let

Application Form



	1st Applicant	2nd Applicant
Print name		
Mobile phone*		
Property address		

\*(we will only call you if we need clarification on your request)

**When completed, please return all pages of this form to:**

Haven's Registered Office at 10 Molesworth Street, Dublin 2, D02 R126.

## Loan accounts numbers

Please include all Haven account numbers associated to the Property in this section.  
You will find your account number on your latest loan statement

1.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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3.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

## 1. General

I/We wish to inform Haven of the change in status of the above mentioned property. The above property is no longer my/our home and is now a buy-to-let.

I/We confirm that I/we understand that my/our loan and any associated top-ups will convert to a buy-to-let loan.

I/We understand that this application is subject to approval by Haven.

## 2. Rate

### Standard Variable Rate

I/We understand that if this loan is currently on a variable rate, changing it from a homeloan to a buy-to-let will not change the variable interest rate.

### Fixed Rate

I/We understand that if this loan is currently on a fixed rate that it will remain on this fixed rate until the end of the fixed rate period. After the end of this term, we will apply the applicable homeloan Standard Variable Rate (SVR) to this loan.

## 3. Current Residence

I/We confirm that my/our home is at

and enclose evidence of this in the form of an appropriate proof of address document dated within the last six months.

Please complete the Haven Change of Correspondence Address for Personal Mortgage Accounts form and we will update your address. You can find this form on our website at [www.havenmortgages.ie/useful-information/useful-forms](http://www.havenmortgages.ie/useful-information/useful-forms)

The completed Haven Change of Correspondence Address for Personal Mortgage Accounts form must be submitted with this request to change your loan(s) form.

For more information on our rates, please visit our website [www.havenmortgages.ie](http://www.havenmortgages.ie)

Please speak to the Haven Customer Contact Centre Monday to Friday from 9:00am to 5:00pm on 0818 565500 for full details of acceptable proof of address documents.

## 4. Insurances

### Life Assurance

Although you do not need Life Assurance for a buy-to-let loan, you should obtain financial advice before making a decision to cancel your policy.

### Home Insurance

I/We currently hold a house insurance policy with an external provider and will inform my/our provider of this change.

☐

## 5. Data Protection

For information in relation to how we collect personal information about you, how we use it and how you can interact with us about it, see our data protection notice on our website at [www.havenmortgages.ie/dataprotection](http://www.havenmortgages.ie/dataprotection) or available from an appointed Retail Broker. It may change from time to time.

## 6. Applicant signature/authorisation

By signing the below I/we give and make the agreements, acknowledgements and authorisations in sections 1-5 (inclusive).

### SIGNATURE(S):

First Applicant

Signature:

Second Applicant

Signature:

Print Name:

Print Name:

Date:

Date:

**Amendments must be signed and dated by all parties to the loan**

## Important Information

- 1 The interest rate you have selected may change between the time you complete this application form and the time we process it. The interest rate applicable at the time we process the application form will be applied to the loan.
- 2 As the Loan to Value of the property decreases, you may be able to switch to a lower LTV rate band. If you wish to choose one of our PDH Loan to Value (LTV\*) rates you may need to provide us with an up to date valuation report. A valuation report will not be required in the following circumstances:
  - › If you choose an LTV interest rate based on an LTV rate band that has previously been applied to your mortgage loan or;
  - › If you choose a → 80% LTV rate band.
- 3 To confirm if a valuation report is required please contact the Haven Customer Contact Centre on 0818 565500 or refer to our Website [www.havenmortgages.ie](http://www.havenmortgages.ie)
- 4 The required valuation report must be completed by an approved valuer from the Haven Residential Mortgage Valuer's Panel and dated within the past 6 months (details are on our website, [www.havenmortgages.ie](http://www.havenmortgages.ie)). We need the valuation report to ensure you qualify for the relevant LTV rate band. Please note that you are responsible for the cost of the valuation report.
- 5 While the loan is on a fixed rate the term of your mortgage loan cannot be reduced below the fixed rate period.
- 6 Once your fixed rate request is received in an Haven's Registered Office and the fixed rate is applied to your mortgage loan, you may only request to cancel this change within the same month the fixed rate request was received without incurring an early breakage charge.
- 7 When a fixed rate period ends, the interest rate on your loan will default to the Standard Variable Interest Rate (SVR\*) then offered by us unless you choose an alternative interest rate, if on offer by us at that time. We will write to you at least 60 days before your fixed rate period is due to expire with a summary of the rate options available at that time.
- 8 You can exit a fixed rate before the end of the fixed rate period however this may incur an early breakage charge if you do so. Details of how an early breakage charge is calculated are provided later in this document. To obtain the early breakage charge applicable to your loan, please contact the Haven Customer Contact Centre on 0818 565500.
- 9 The applicable SVR or LTV variable interest rate at the time your fixed rate period expires may be higher than the interest rate you currently hold. The effect of this will be that the new repayment(s) on your mortgage loan may be higher, which could result in you paying more in total over the full term of your mortgage loan (your cost of credit\*) compared to the total cost of your mortgage loan if you do not select a fixed rate.
- 10 The Haven Green 4 Year Fixed Rate Mortgage is available for new and existing customers if you are first time buyers of a home, moving to a new home, buying a holiday home, topping-up an existing mortgage, or switching a mortgage to Haven Mortgages. You can also apply for the 4 Year Fixed Rate Mortgage if you are moving home and your negative equity mortgage is with us. The mortgage loan can be used to buy a home in Ireland that you intend to live in or if you are switching that mortgage loan to us. Your property has a BER Certificate with a rating of A1, A2, A3, B1, B2 or B3. The BER Certificate is dated in the last ten years.
- 11 You cannot have the Haven Green 4 Year Fixed Rate Mortgage if:
  - › You are a Self-Build Mortgage Customer still receiving stage payments; or
  - › You don't have a BER Certificate with a rating of A1, A2, A3, B1, B2 or B3;
  - › The property's BER Cert is more than 10 years old; or
  - › Your existing mortgage loan is a Buy to Let mortgage.
- 12 The terms and conditions of the Haven €5,000 Cashback have been updated and this offer is no longer available on every fixed rate. The Haven €5,000 Cashback is not available on the Haven Green 4 Year Fixed Rate Mortgage. For more information on the Terms and Conditions see [www.havenmortgages.ie/mortgage-centre/haven-cashback](http://www.havenmortgages.ie/mortgage-centre/haven-cashback).
- 13 We may report details about you and your borrowings to the Central Credit Register.

\*See Explanatory Notes section for more detail

## Glossary of Terms

- › LTV means, "Loan to Value" i.e. the loan amount as a percentage of the value of the property.
- › > Means "Greater Than" and >= means "Greater Than or Equal To".
- › < Means "Less Than" and <= means "Less Than or Equal To".
- › PDH means, "Private Dwelling House".

## Explanatory Notes

### Cost of Credit

The cost of credit is the additional amount charged, over and above the amount borrowed, that the borrower has to pay. It includes interest and any other charges. The cost of credit of your mortgage loan may be higher than if you had continued to repay your mortgage loan on your current interest rate.

**Fixed rates** can provide certainty, as your interest rate and monthly repayments are fixed for a set time. Although a fixed rate means your repayments cannot increase for a set period of time, it also means that your repayments will not fall during the fixed rate period even if interest rates were to decrease during this time. As a result, you could miss out on lower interest rates and therefore lower repayments.

**Variable rates** offer flexibility. They allow you to pay extra off your mortgage loan without having to pay any penalties. However, because variable rates can rise and fall, your mortgage repayments can go up or down during the term of your loan.

**Loan to Value (LTV)** Your LTV is the percentage representing the difference between your loan amount and the value of your property. For example, if you have a mortgage loan of €80,000 on a property valued at €100,000, your LTV would be 80%.

### Loan to Value (LTV) variable interest rates

LTV interest rates are available to most owner occupier mortgage customers and may require an up to date valuation report. The LTV variable interest rate available to you depends on your Loan to Value. The LTV variable interest rate can rise and fall which means your mortgage repayments can go up or down during the term of your loan.

Top up mortgage loans: LTV interest rates are not currently available to owner occupier customers at initial drawdown of a top up mortgage loan but may be available after drawdown.

### Standard Variable Interest Rate (SVR)

The SVR is available to all owner occupier mortgage customers. Customers who avail of this rate at loan draw-down remain on this rate for the duration of the loan term, unless they request to switch to a fixed rate or to an 'LTV' variable interest rate. The SVR is the applicable variable interest rate for customers at initial drawdown of a top up loan. If you fix your interest rate for a period of time, your interest rate will default to the SVR then offered by us at the end of the fixed rate period unless you choose an alternative interest rate, if on offer by Haven to you at that time. The SVR is not based on your LTV rate band. The SVR can rise and fall which means your mortgage repayments can go up or down during the term of your loan.

## Statutory Notices & Warnings

### All Mortgage Loans

**WARNING: YOUR HOME IS AT RISK IF YOU DO NOT KEEP UP PAYMENTS ON A MORTGAGE OR ANY OTHER LOAN SECURED ON IT.**

**Warning: If you do not meet the repayments on your credit agreement, your account will go into arrears. This may affect your credit rating, which may limit your ability to access credit in the future.**

**Warning: If you do not keep up your payments you may lose your home.**

This document forms part of the existing documentation governing this loan, the conditions of which are outlined in the application form, Offer Letter, the Haven Home Loan Conditions and the Standard Housing Loan Mortgage General Conditions.

Please be advised that if you do not repay the Mortgage Loan when due then you will be in breach of the terms and conditions of your mortgage and the Lender will take appropriate steps to recover the amount due. This could mean the Lender will commence legal proceedings seeking an order for repossession against you, which will affect your credit rating and limit your ability to access credit in the future.

### STANDARD LENDING TERMS AND CONDITIONS APPLY

Haven Mortgages Limited. Registered Office: 10 Molesworth Street, Dublin 2, D02 R126. Registered in Ireland, No. 438829. Haven Mortgages Limited (trading as Haven) is regulated by the Central Bank of Ireland.

## Interest Only Loans

**Warning: The entire amount that you have borrowed will still be outstanding at the end of the interest-only period.**

## Variable Rate Loans

**WARNING: THE PAYMENT RATES ON THIS HOUSING LOAN MAY BE ADJUSTED BY THE LENDER FROM TIME TO TIME.**

**Warning: The cost of your monthly repayments may increase.**

## Fixed Rate Loans

**Warning: You may have to pay charges if you pay off a fixed-rate loan early.**

**NOTICE: Under the Credit Reporting Act 2013 lenders are required to provide personal and credit information for credit applications and credit agreements of €500 and above to the Central Credit Register. This information will be held on the Central Credit Register and may be used by other lenders when making decisions on your credit applications and credit agreements.**

The Central Credit Register is maintained and operated by the Central Bank of Ireland. For information on your rights and duties under the Credit Reporting Act 2013 please refer to the factsheet prepared by the Central Bank of Ireland. This factsheet is available on [www.centralcreditregister.ie](http://www.centralcreditregister.ie). Copies can also be obtained at [www.havenmortgages.ie](http://www.havenmortgages.ie)

## IMPORTANT;

An early repayment charge is payable in the following cases where the fixed rate period has not expired:

1. If a capital payment or full repayment is made to the loan, or
2. If the loan is converted to a variable rate, or
3. If the loan is converted to another fixed rate.

## Calculation of an Early Repayment Charge:

The formula to calculate the early repayment charge is: amount (A) x remaining term in days divided by 365 (U) x difference in cost of funds (D%)

## Definition of Terms used in this formula:

Description	
Amount (A)	This is the amount being repaid early or the amount being converted to a variable rate or another fixed rate period.
Remaining term in days (U)	Remaining number of days left before the fixed rate is due to expire.
Difference in cost of funds (D%)	The difference between the original cost of funds and the cost of funds for the fixed rate period.
Original cost of funds	The cost of funds for Haven for the fixed rate period at the time the fixed rate period commenced.
Costs of funds for the fixed rate period remaining	The cost of funds used will be as of 5pm the day previous to the request to calculate the early repayment charge.

**Worked Example:** Set out below is a worked example of how an early repayment charge would be calculated.

Assume a 5 year fixed rate loan. Full Repayment of €100,000 after 3 years (A); Remaining Term is 2 (U); Difference in Cost of Funds 2% (D). The early repayment charge would be as follows:

(A) 100,000 x (U) 2 x (D) 2% = €4,000.

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