

Supplementary sheet for self employed customers



This form should be completed and supplied with packaging for all self-employed new business applications. Please see communication dated 14/05/2020 on our Coronavirus Hub for further detail.

Packaging Requirements

For **all** self-employed applications, regardless of LTV, the following evidence is now required as packaging (**and supersedes the existing packaging requirements**).

- 2 years most recent accounts or 2 years full and final/submitted tax returns
- 3 months personal bank accounts (not required if account is held with NatWest)
- 3 months business bank accounts (not required if account is held with NatWest)
- *If applicable* – Government letter confirming successful application for the Self-Employed Income support scheme – *this must be the final letter which confirms the amount payable*

Affordability Assessment

You must use the lower of the following to assess affordability:

- The average of the last two years net profit
- The most recent years profit
- The confirmed government income support amount

As part of our changes, we are identifying self-employed customers as being in one of following 3 scenarios

Please “**Tick**” which scenario applies to your customer:

Scenario 1: Customers whose self-employed income has not been affected by COVID-19 (and is not expected to be)

- Package the application as above

Scenario 2: Customers who have experienced a reduction in their self-employed income due to COVID-19 (or expect to have) but are receiving additional income in line with our current criteria

- Where the customer can provide evidence of their revised income, this must be in line with our current criteria.
- If the customer cannot provide evidence of their revised income, please explain that we will be unable to proceed until they are able to provide the required evidence

Scenario 3: Customers who have experienced a reduction in their self-employed income due to COVID-19 and are in receipt of the government Self Employed Income Support Scheme

- The government letter confirming this figure must be available at point of application and be provided as evidence in addition to our current self-employed packaging requirements

Where your customer’s income has been negatively impacted by COVID-19, they are not eligible for the government Self Employment Income Support Scheme and their revised income fails affordability assessment, please explain we will not be able to assist them at this time and do not submit an application.

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Supplementary questions

(Required for ALL Self-Employed applications)

Please confirm which of the below scenarios applies to your customer:

What business sector does your customer work within:

What changes have happened to your customer's business, either self-imposed or dictated by the business sector in which they transact:

Does your customer expect any changes to their current business model once the current situation subsides? If yes, please provide details.

Has your customer applied for financial support from the government? If yes, please provide details.

Has your customer applied for/received a capital injection to their business or taken any other measures not described above to remain trading? If yes, please provide details.

Detailed completion of the above will help avoid delays in reaching a decision on your customer's application.