

Checklist for application	✓
Loans up to £1,000 —1 month payslip	
Loans up to £2,000 —2 month payslips	
Loans up to £6,000 —3 month payslips	
Proof of all benefits received	
Proof of any other income	
Partners income if required	
Information regarding household expenditure	
Latest full month bank statement for loans over £1,000	
Proof of payment for any County Court judgements or arrears	



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Applying For A Loan?

If you are considering applying for a loan we have created this simple aid to make it easier for you.



What do I do?

- How is a loan assessed?
- What proof should I provide?
- What about my partner?
- Do I need an appointment?
- What if I have county court judgments?

How is a loan assessed?

The credit union bases its assessment on loan applications using the following criteria:

- A record of previous good credit with the credit union
- Available disposal income to meet the repayments
- You are not a bankrupt or in a voluntary arrangement or debt management
- If you have a County Court Judgement how are you managing it?

A standard credit check is carried out on all loan applications.

What proof should I provide?

In assessing your loan we will expect to see proof of your income and you should have this information available for us to either photocopy or keep with your application. (All original documents are returned after the loan process)

Proof of income includes Payslip, Bank Statement, Benefit Letter, Post Office Statement, etc.

ALL DOCUMENTS PRESENTED MUST BE CURRENT.

(Please note that a mini statement from a Post Office or ATM does not constitute proof of income)

No loan is guaranteed and no application will be considered until all paperwork has been produced and/or completed.

What about my partner?

When we assess your disposable income we will accept that you may have a partner that contributes to household bills.

We would not normally expect proof of their income but will require an estimate of their income.

If you are financially linked to a partner through other finance arrangements such as a mortgage or loan product we may insist to see proof of your partner's income.

This would normally only happen if the disposable income assessment shows a large deficit because we have not included your partner's income. You will be advised of this at the assessment phase of the application.

Do I need an appointment?

Although generally you do not need an appointment, staff at the credit union appreciate the time taken to apply for a loan can impact on your own time and we would like to ensure time is not wasted when you visit our offices. An appointment system does operate to assist this and you may be asked to make an appointment. Please ensure that you give a current telephone number when making an appointment and give reasonable notice if you need to cancel or rearrange.