

Staircasing Application Form

Property address			
Property postcode			
Leaseholder(s) full name			
Proposed staircasing valuation		Additional shares being purchased	

Documentation Required

Attached	To Follow	
<input type="checkbox"/>	<input type="checkbox"/>	Valuation
<input type="checkbox"/>	<input type="checkbox"/>	ID for leaseholder(s) – please note, a copy of ID must be provided for all those named on the lease.
Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Final staircasing
<input type="checkbox"/>	<input type="checkbox"/>	Mortgage funded, please note if this is an interim staircasing which is mortgage funded a copy of the mortgage offer will need to be provided

Solicitor Details

Firm		Case handler's name	
Contact number		Email	

This document must be signed by all leaseholders

Signature(s)	Print Name(s)	Date

Internal Use Only

heylo agent		Staircasing Premium		Affordability check required	
Approved by				Date	