



## Enquiry Document

<b>Name:</b>	<b>Name:</b>	
<b>DOB:</b>	<b>DOB:</b>	
<b>Address:</b>	<b>Address:</b>	
<b>Email Address:</b>	<b>Email Address:</b>	
<b>Contact Telephone No.</b>	<b>Contact Telephone No.</b>	
<b>Contact Timescale:</b>	<b>1 Week 1 Month 2 Months 3 Months +</b>	
<b>Preferred Method of Contact:</b>	<input type="checkbox"/> Email <input type="checkbox"/> Mobile <input type="checkbox"/> Landline	
<b>Do you own the plot?</b>	<b>YES / NO</b>	
<b>If yes, location of Plot?</b>		
<b>Planning Status?</b>		
<b>Does the land have an agricultural tie?</b>		
<b>Is there a section 75 /106 agreement?</b>		
<b>If no, are you actively looking?</b>	<b>YES / NO</b>	
<b>Value of Plot / Expected Plot Cost</b>	<b>£</b>	
<b>Anticipated Build Costs (sq meterage)</b>	<b>£</b>	<b>Sq mtr</b>
<b>Total Project Costs INCL. Land Purchase</b>	<b>£</b>	
<b>Estimated end value after completion</b>	<b>£</b>	
<b>Own cash contribution</b>	<b>£</b>	
<b>How much are you looking to borrow?</b>	<b>£</b>	
<b>Over what Term?</b>		<b>YRS</b>
<b>Build Type</b>	<input type="checkbox"/> <b>Knock-down-Rebuild</b> <input type="checkbox"/> <b>Renovation/Refurbishment</b> <input type="checkbox"/> <b>Conversion</b> <input type="checkbox"/> <b>Extension</b> <input type="checkbox"/> <b>Self-Build</b>	





Mary Riley Solutions Limited  
Funding Procurement

<b>Preferred Method of Construction: Cladding Type:</b>	<input type="checkbox"/> <b>Brick &amp; Block</b> <input type="checkbox"/> <b>Timber Frame</b> <input type="checkbox"/> <b>SIPs</b> <input type="checkbox"/> <b>I.C.F</b> <input type="checkbox"/> <b>Other .....</b>		
<b>Intended Start Date</b>			
<b>Anticipated timescale of first draw down on funds?</b>			
<b>Existing Mortgage / Rental</b>	<b>Monthly Payment £</b>  <b>Mortgage Balance £</b>  <b>Lender:</b>		
<b>Do you have any Buy-to-Let properties? If yes, provide details.</b>	<b>Value of Property £</b>  <b>Mortgage Balance £</b>  <b>Monthly Mortgage Payment £</b>  <b>Monthly Rental Income £</b>  <b>Lender:</b>		
<b>Credit Commitments</b>	<b>Balance Outstanding £</b> <b>Details:</b>		
<b>Employment status: Are you employed or self-employed?</b>			
<b>Occupation</b>			
<b>(Employed) Gross Income per annum:-</b>	<b>£</b>		<b>£</b>
<b>(Self-Employed) Net Profit last 3 YRS:-</b>	<b>£</b>  <b>£</b>	<b>Year</b>  	<b>£</b>  <b>£</b>





	£		£	
<b>Do you have any dependants?</b>	<b>YES / NO</b>		<b>Ages:</b>	

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**Protecting your personal information**

Processing of your personal data is necessary for the performance of our contract for services with you. This is the lawful basis on which we intend to rely for the processing of your data (but please see the reference to special categories of data below). Our policy is to gather and process only that personal data which is necessary for us to conduct our services appropriately with you. We will issue you with our Privacy Notice. This is a separate document which provides more information about the nature of our personal data processing activities and includes details of our retention and deletion policies as well as your rights of access to the personal information that we hold on you.

**Special categories of personal data:** There are certain categories of personal data that are sensitive by nature. The categories include: data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership and data concerning health. Depending on the nature of the products and services that you engage us for we may need to obtain your sensitive personal data particularly in relation to health. Our policy is that should we require any special category of personal data we will only gather this with your explicit consent.

**Consent**

The primary basis on which we intend to process your personal data is for the performance of our contract with you. In the case where we need to process special category (sensitive) data as described above we require your consent by indicating your agreement to the following statement:

**I / we consent to the processing of sensitive personal data as far as it is necessary for the services I / we require from Mary Riley Solutions Limited.**

Client name(s):	
Client signature(s):	
Date:	





Client name(s):	
Client signature(s):	
Date:	

## Marketing

From time to time we may wish to contact you to offer additional products or services which may be of interest to you. In order to do this we require your consent by agreeing to one or all of the options:

**I / we consent to be contacted for marketing purposes by:**

**Email**  **Telephone**  **Text message**  **Post**

Client name(s):	
Client signature(s):	
Date:	

Client name(s):	
Client signature(s):	
Date:	

Please note that you may withdraw this consent at any time by notifying us at our main business address.

*Please note that you may withdraw this consent at any time by notifying us at our main business address. We take your privacy seriously. Personal Data submitted to Mary Riley Solutions Limited with this form will be treated with the General Data Protection Regulation 2016 and the Data Protection Act 2018. By submitting this enquiry form you express consent to be contacted in relation to your enquiry, without prior notice or arrangement, using the contact details provided on the form.*

