

Parental Leave Additional Information Form

Additional Information About Maternity, Paternity or Adoption Leave

Introduction

To be completed by the broker

Complete this form if an applicant is currently on, or is due to start, maternity, paternity or adoption leave.

We use this information alongside the applicant's income evidence to assess their mortgage application. We may ask for additional information if we need to verify employment details or assess affordability.

Please complete all sections and provide as much detail as possible. If any future arrangements have not yet been finalised, please provide the best estimate available.

Once completed, upload this form to Leek Mortgage Connect under the task: "Maternity Confirmation Returning to Work".

1. Income before leave

What was the applicant's income before starting leave?

Please include: Base salary, whether the role was full-time or part-time, contracted hours, hourly rate (if applicable)

2. Will the applicant return to work on the same basis as before their leave?

This includes: Role, Salary, Contracted hours, Working pattern

Yes ☐ No ☐

If No, please provide details of the expected arrangements after returning to work.

3. When did, or when will, the applicant's leave begin?

Please use the format DD/MM/YYYY

4. When is the applicant expected to return to work?

Please use the format DD/MM/YYYY

5. Childcare arrangements and costs after returning to work

What childcare arrangements are expected once the applicant returns to work?

Please include: Type of childcare arrangement, expected monthly childcare costs.

If childcare costs are expected to be £0, please explain why (for example, support from family members or flexible working arrangements).

6. What income will the applicant receive during their leave?

For example: Enhanced employer maternity, paternity or adoption pay
Statutory Maternity Pay (SMP), Statutory Paternity Pay (SPP), Statutory Adoption Pay (SAP)
Unpaid leave

6. How does the applicant expect to maintain their mortgage payments during the leave period?

Please include details of any: Savings, Joint applicant income, Other regular income
Other arrangements that will help cover mortgage payments