

Atelier Borrower Checklist

For Application and Credit-Backed Terms

The list below outlines the information Atelier requires in order to process an application and issue Credit-Backed Terms. You may be requested to provide additional supporting information to assist our credit underwriting team as your case progresses towards instructing diligence to the relevant third parties (e.g. valuers, monitoring surveyors, solicitors).

Once you have accepted our Credit-Backed Terms, in order for the loan to progress, third party fees must be paid to cover legal fees, valuations and the independent monitoring surveyor (IMS) report.

What do we need?	What information are we looking for?	New Build Development	Bridging	Conversion & Refurbishment	Land with Planning	Permitted Development
Pre-application eligibility	Confirmation that the borrower is applying for business purposes and will not occupy the dwelling during the term of the loan	✓	✓	✓	✓	✓
Details of borrower company <i>(for corporate loans)</i>	The registered number, company name and address of the borrower company	✓	✓	✓	✓	✓
Borrower contact	Name, address, email and phone number of the main contact. This is the person who will be able to view the loan in the Borrower Portal, and to whom all comms will be addressed	✓	✓	✓	✓	✓
Details of all applicants	The names, nationalities and three years' address history of each applicant, shareholder or proposed guarantor, their relationship to the borrower and shareholding amount if applicable	✓	✓	✓	✓	✓
Details of borrower's solicitor	Contact details of the solicitor that the borrower wishes to use and who will give them any necessary independent legal advice	✓	✓	✓	✓	✓

CJAPP221111

What do we need?	What information are we looking for?	New Build Development	Bridging	Conversion & Refurbishment	Land with Planning	Permitted Development
Relevant applicant's experience	CV, addresses and images of previous projects of this type that the applicants have undertaken which demonstrate their industry experience	✓	✓	✓	✓	✓
Assets and Liabilities of each Applicant	A summary of the net assets of each applicant to the loan (individuals who have 20% or more ownership in the borrowing entity, and any persons providing guarantees)	✓	✓	✓	✓	✓
Borrower company ownership structure chart (for corporate loans)	A structure chart of the borrower company or SPV in relation to others that have some form of control	✓	✓	✓	✓	✓
Company management accounts (for corporate loans that are not via an SPV)	Latest audited and company management accounts	✓	✓	✓	✓	✓
Sources and uses of funding	Explanation and breakdown of all sources of funding (e.g. Atelier, equity, mezzanine finance) and the proposed uses of this funding (e.g. purchase of property, repayment of existing bridge funding, construction, etc.)	✓	✓	✓	✓	✓
Exit Strategy	How the borrower proposes to source the funds to repay the loan at the end of the term and their sales or refinance strategy	✓	✓	✓	✓	✓
Development programme	Details of the proposed timeline of the project (including enabling works, construction, sales period, etc.)	✓	x	✓	x	✓

What do we need?	What information are we looking for?	New Build Development	Bridging	Conversion & Refurbishment	Land with Planning	Permitted Development
Development appraisal (<i>when security is dependent on residual value</i>)	Construction cost breakdown, professional costs, marketing costs, legal fees, sales fees, finance costs, CIL, S106 etc. Specify any contingency.	✓	✓	✓	✓	✓
Information on advance payments requirements	Outline of any anticipated advance payments including what they are for (e.g. timber/steel frame, design fees, deposits) and how much is expected to be required. Advance payments are only considered for utility connections with supplier quotations, building materials with vesting certificates (and UK suppliers), materials on site prior to installation (with invoices), and planning obligations (where demand notices are provided)	✓	✗	✓	✗	✓
Gross Internal Area (GIA)`	GIA figures	✓	✓	✓	✓	✓
Accommodation schedule	Including the number of units proposed and the split of GIA and value between residential and any commercial elements. Also detail GIA of all communal areas.	✓	✓	✓	✓	✓
Marketing and sales strategy	Outline of unit sales plan, e.g. finish build of initial show home, then aim to make 'x' sales per month with 'y' sales expected in the final two months	✓	✗	✓	✗	✓
Main contractor's experience (<i>if applicable</i>)	Brief summary of the contractor's experience with example of projects undertaken to date and the projects they are currently working on	✓	✗	✓	✗	✓

What do we need?	What information are we looking for?	New Build Development	Bridging	Conversion & Refurbishment	Land with Planning	Permitted Development
Procurement route and construction type	Whether the construction will be done by the borrower (self-build) or via a third party (e.g. main contractor or contract management). Details of the construction type (traditional, modular, etc)	✓	x	✓	x	✓
Project directory	Names and contact details of professional team and main contractor/contracts manager.	✓	x	✓	x	✓
New home warranty (<i>residential only</i>)	Details of the proposed provider for latent defects insurance (also known as homebuyer's or structural warranty), e.g. NHBC, BuildZone, ICW	✓	x	✓	x	✓
Planning decision notice	A copy of the planning decision notice if available or a link to the planning application portal and any proposed planning amendments	✓	x	✓	✓	✓
Signed Applicant Onboarding Form	Signed Applicant Onboarding Form	✓	✓	✓	✓	✓
Estimated completion date	Estimated completion date, based on current plans	✓	x	✓	x	✓
Lawful development certificate (<i>if requested</i>)	Lawful development certificate (<i>if requested</i>) for permitted development loans	x	x	x	x	✓

Contact Us

020 7846 0000

atelierfinance.co.uk

enquiries@atelierfinance.co.uk