



financialadvisers4u

Our Mortgage & Insurance Proposition



About us

We are experienced financial planners and can advise you on most aspects of your financial planning including mortgages, insurance, pension and investment. There is no fee charged for an initial consultation. This document refers to our mortgage and insurance services only. As to pension and investment, further details are available upon request. We typically meet clients either at their office or Openwork's London office, which is Openwork, 13th Floor, 110 Bishopsgate, London, EC2N 4AD



Mortgages

Whose products do we offer?

We can access a range of mortgages from over 50 of the UK's best-known lenders (shown on the list I have given you), but not deals that are only available directly from lenders.

If you are purchasing a property with the help of a shared equity loan, our advice will also cover the shared equity second charge. However, we do not advise on any other second charge mortgages. If you need a second charge mortgage we will refer you to Enterprise Finance, a master broker for second charges, who will be able to advise you.

Which service will we provide you with?

We will advise and make a recommendation for you on a first charge mortgage after we have assessed your needs.

You may request an illustration from us for any regulated mortgage contract we are able to offer you whenever we provide you with information specific to the amount you want to borrow following assessment of your needs and circumstances.

Alternative finance options

If you are looking to increase borrowing secured on a property that you already have a mortgage on, the following alternative finance options may be available and may be more appropriate:

- A Further Advance from your existing lender
- A Second Charge
- An Unsecured Loan

Openwork does not offer advice on Unsecured Lending or Second Charges.

What will you have to pay us for our services?

Our fee for employed clients is £495 payable on application. Our fee for self-employed clients is £695 payable on application (which is reflected in the additional work required). Our fee for buy-to-let mortgages is £695 payable on application (which is reflected in the additional work required). In some circumstances where the mortgage is complex or in the case of debt consolidation, we reserve the right to charge a maximum of £1250 or 1% of the loan amount on application (whichever is higher). An example of a complex mortgage is a Limited Company Buy-to-Let mortgage or a client with previous credit issues. There are other examples of complex cases but these would be fully disclosed when agreeing our fee prior to an application. We do not charge for our initial consultation, research or production of mortgage quotations. Our fee is only payable once you have agreed to proceed with an application to a lender. We will also receive commission from the lender.

If you'd like to know the range of commission payable from our lenders, please ask me for a list. You will receive an illustration when considering a particular mortgage, which will tell you about any fees relating to it. It is important that you read and understand the illustration.

Our refund policy for mortgage fees

If we charge you a fee and your mortgage does not go ahead, you will receive:

Our fees are payable on application but are refundable if we can't get you an offer of finance. If we obtain an offer of finance for you but you decide to no longer proceed with the transaction, our fee will not be refundable. If we need to change lender because your application was rejected by the lender, we will not charge you an additional application fee. Our fee will not be refundable if you fail to disclose a material fact that leads to a lender to reject your application.

Insurance

Whose products do we offer?

We can only offer products from a limited number of insurers for life assurance, critical illness cover, income protection, household insurance, accident, sickness and unemployment insurance and cash lump sum accident protection.

Please see the Insurance Proposition Summary leaflet for details of the insurers we offer insurance products from.

Which service will we provide you with?

We are an insurance intermediary representing you, not any insurer. We will provide you with a personal recommendation after we have assessed your needs, limited to the insurance products available to us, as shown in the Insurance Proposition Summary leaflet.

What will you have to pay us for our services?

We arrange the policy with the insurer on your behalf, you do not pay us a fee for doing this. We receive commission from the insurer which is a percentage of the total annual premium. This means that if you purchase one of these products we will receive commission in addition to any adviser charges / fees you may have been or will be paying Openwork for investment-related services. The amount of commission will be disclosed separately should you purchase one of these protection products.

You will receive a quotation which will tell you about any other fees relating to any particular insurance policy.

Buy to Let

A Buy to Let mortgage taken out for the purposes of business is not regulated by the Financial Conduct Authority (FCA).

Who regulates us?

We are an appointed representative of Openwork Limited, Washington House, Lydiard Fields, Swindon, SN5 8UB, which is authorised and regulated by the Financial Conduct Authority, 12 Endeavour Square, London, E20 1JN. Openwork Limited's Financial Services Register number is 408285.

Openwork Limited's permitted business is advising on and arranging mortgages, general and pure protection insurance and life insurance, pensions and investments. You can check this on the Financial Services Register by visiting the FCA's website www.fca.org.uk/firms/systems-reporting/register or by contacting the FCA on 0800 111 6768.

What to do if you have a complaint

If you wish to register a complaint, please contact us:

...in writing

Write to: Complaints Management Team, Openwork Limited, Washington House, Lydiard Fields, Swindon, SN5 8UB.

...by phone

Telephone 01793 567800

Information about our internal complaints handling procedures is available free of charge, on request from the Complaints Management Team.

If you cannot settle your complaint with us, you may be entitled to refer it to the Financial Ombudsman Service. Ask us for a leaflet or contact the Financial Ombudsman Service at:

The Financial Ombudsman Service
Exchange Tower
Harbour Exchange
London
E14 9SR

Phone: 08000 234 567 or 0300 123 9123
Email: enquiries@financial-ombudsman.org.uk

Website: www.financial-ombudsman.org.uk

Financial Services Compensation Scheme

We are covered by the FSCS. You may be entitled to compensation from the scheme if we cannot meet our obligations. This depends on the type of business and the circumstances of the claim.

Insurance

Insurance advising and arranging is covered for 90% of the claim, without any upper limit.

Mortgages

Mortgage advising and arranging is covered up to a maximum limit of £85,000.

Further information about compensation scheme arrangements is available from the FSCS.

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