



**Equity Release Questionnaire**

**Please answer the following questions in respect of all advice ever advised and/or arranged.**

1. How many equity release plans in the following categories have ever been arranged?
- |                    |                      |
|--------------------|----------------------|
| Lifetime Mortgages | <input type="text"/> |
| Home Reversion     | <input type="text"/> |
2. Are you a member of the Equity Release Council (ERC)? Yes  No   
(i) If yes, can you confirm all advice fully complies with the ERC standards Yes  No   
(ii) **Please provide the date since continuous membership**
3. Are all recommended product providers members of the ERC? Yes  No   
(i) If yes, please confirm all recommended products fully comply with the ERC standards Yes  No
4. Are procedures and processes in place to identify and deal with potentially vulnerable clients? Yes  No   
(i) If yes, please confirm evidence of this assessment is retained on file and addressed in the suitability letter? Yes  No   
(ii) Can you confirm that procedures and processes are reviewed annually? Yes  No
- Please provide a copy of your vulnerable client's procedure.**
5. Please confirm that the beneficiaries of the client's estate are informed and that evidence of this is in the suitability letter and retained on file? **If no, please provide details on page 2.** Yes  No
6. Do you discuss the reasons for release of capital and record evidence of this discussion on file? Yes  No
7. Were all other means of raising the capital/income required by the client investigated prior to making the recommendation to release capital from their property? Yes  No   
**Please provide details of the alternatives considered on page 2.**
8. How many equity release plans have been arranged for clients under the age of 65?
9. Do you explain the benefits of borrowing in smaller amounts rather than maximum cash and evidence this on file and in the suitability letter? **If no, please provide details on page 2.** Yes  No
10. Do you ensure clients are made aware of Early Repayment Charges? Yes  No   
(i) If yes, please confirm that evidence of this is retained on file and recorded in the suitability letter? Yes  No   
**Please provide details on page 2 of how this is highlighted to the client to ensure they understand the implications.**
11. Do you ensure existing plan holders are reviewed regularly to confirm the ongoing suitability of the product recommended? **If yes, please answer the following;** Yes  No   
(i) How often are plans reviewed?   
(ii) Do you consider change of circumstances, vulnerability or needs since the original plan was arranged? Yes  No   
(iii) Is evidence of this retained on file and recorded in the suitability letter? Yes  No   
(iv) If your answer is **no**, do you highlight in your suitability letter that advice is **not** ongoing? Yes  No
12. Have you ever recommended a change to ownership, including removal of a joint owner from the title deeds, to allow equity release to take place? Yes  No   
(i) If yes, can you provide details of the circumstances surrounding this recommendation and confirm that sufficient evidence of the discussion regarding the impact of change of ownership is retained on file? Yes  No   
(ii) If yes, please confirm the client received appropriate independent legal advice Yes  No
13. Please confirm whether you have ever recommended equity release for the purpose of investment or to purchase a property? **If yes, please provide details on page 2.** Yes  No



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**Please provide additional information in the box below:**