

Director's Mortgage Readiness Kit

How to Align Your Accountant and Mortgage Adviser Before You Apply

Why This Matters in 2026

In today's mortgage market, lenders assess company directors more carefully than ever. With rates settling around 3.5%–4% and affordability models tightening, preparation is critical. This guide helps you align tax strategy and borrowing strategy before you apply.

1. Preapplication Checklist

- Last 2–3 years' full accounts available
- SA302s and Tax Year Overviews ready
- Clear breakdown of salary and dividends
- Retained profits confirmed
- Business and personal bank statements prepared
- Credit files checked across all agencies

2. Conversation Script for Your Accountant

Use the wording below when speaking to your accountant:

"I am planning to apply for a mortgage within the next 6–12 months. Could we review whether my income structure supports maximum borrowing? Can you confirm whether retained profits may be considered by lenders and provide a supporting letter if needed?"

3. Retained Profits Letter – What to Request

- Total retained profits available
- Confirmation of your shareholding percentage
- Confirmation profits are available for distribution
- Commentary on business sustainability and trading performance

4. Credit File Preparation

- Check all major credit reference agencies
- Correct address mismatches
- Reduce unsecured debt where possible
- Resolve any historic defaults or missed payments

5. Timing Strategy

Mortgage planning should ideally begin 6–12 months before applying. Consider when accounts are finalised, dividend declarations, and whether income adjustments are needed in advance. Short-term planning can significantly influence borrowing capacity.