

Helping you get

**CREDIT
READY**



Step-by-step guide:

9. Owners and Influencers

Helping you complete your online application



About the controllers of your firm:

What is a controller? Any individual or company with any degree of control over the firm, even through an indirect shareholding.

Certain people are required to perform a controlled function. These people are called Approved Persons. For limited permission firms, we require one individual to be listed and they will be listed as a CF8 (appointment and oversight).

For further explanations, you can refer to the Credit Ready [Jargon Buster](#).

For each controller, enter a **name** and the **percentage** of control they have.

Number of Controllers	
How many controllers do you have? <input type="text" value="2"/>	
Summary of Controller 1	
Controller Name	<input type="text" value="Joe Smith"/>
% Control	<input type="text" value="50.00"/>
Legal status of controller	<input type="text" value="Individual"/>
Is the Controller applying for a controlled function?	<input type="text" value="Yes"/>
Summary of Controller 2	
Controller Name	<input type="text" value="David Smith"/>
% Control	<input type="text" value="50.00"/>
Legal status of controller	<input type="text" value="Individual"/>
Is the Controller applying for a controlled function?	<input type="text" value="Yes"/>

For **Limited Permission** applications, give this information for any stakeholder who has 33% ownership, or more.

For **Full Permission** applications, give details for stakeholders with 20% ownership, or more.

You'll also need to select the legal status of each (it is important to get this right, as it affects application questions on later pages).

State whether any of the controllers are applying for a controlled function, and give details. (You will only be asked this if you have said that a controller is an individual, rather than a company.)

If you are not sure what this means, refer to the [Guidance Notes](#) example.

Number of Controllers	
How many controllers do you have? <input type="text" value="2"/>	
Summary of Controller 1	
Controller Name	<input type="text" value="Joe Smith"/>
% Control	<input type="text" value="50.00"/>
Legal status of controller	<input type="text" value="Individual"/>
Is the Controller applying for a controlled function?	<input type="text" value="Yes"/>
Summary of Controller 2	
Controller Name	<input type="text" value="David Smith"/>
% Control	<input type="text" value="50.00"/>
Legal status of controller	<input type="text" value="Individual"/>
Is the Controller applying for a controlled function?	<input type="text" value="Yes"/>

You should put the legal status of the person in question here, not the applicant firm.

A separate form for each controller:

You will need to fill in a separate form for each controller. To find these, go back to the start of the ‘Related Application’ section.

Download forms here.

New Authorisation Application

Form	Form Status
Application Contact Details	In Progress
Firm Details	In Progress
Permission & Fees	Not Started
Consumer Credit Supplement	Not Started
Disclosure of Significant Events	In Progress
Systems and Controls	Not Started
Compliance	In Progress
Personnel Information	In Progress
Owners and Influencers	In Progress
Supporting Documents	Not Started
Firm Declaration	Not Started

Firm Declaration only becomes editable once related applications are completed

Related Applications

To complete any Related Applications, the Applicant must first complete all sections of the New Authorisation Application (with the exception of the firm declaration).

Application Type	Application Outcome	Name	Last Updated	Application Status
Approved Person	Form A	Joe Smith		Not Started
Approved Person	Form A	David Smith		Not Started

Close links:

If your organisation is linked to any other firms or individuals, whether directly or through a subsidiary, the FCA needs to know.

Simply upload a flow-chart showing what those links are, in whatever format you like.

Can you think of any way in which a close link you have mentioned could hinder the FCA in supervising your firm? If so, give details here.

Close Links

Does the Applicant have close links other than the controllers stated above?

Yes

The Applicant must provide a structure chart that shows the nature of the relationship between it and each of its close links. Please include the business type of each close link.

Document Title

Attachment

Choose File

Send later

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Are you aware of any information to suggest that any close link is likely to prevent our effective supervision of an Applicant?

Yes

Please provide more information:

Document Title

Attachment

Choose File

Send later

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Do any of the controllers intend to change their level of control? If so, give details here.

Do the controllers intend to change (increase or reduce) their level of control in the foreseeable future?

Yes

Please provide more information:

Document Title

Attachment

Choose File

Send later

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