

# Mortgage Discharge Request

I/We hereby request you to prepare a discharge of mortgage, and authorise Australian Financial to provide any relevant information to our nominated solicitor(s).

BORROWER(S) (1) \_\_\_\_\_ (3) \_\_\_\_\_

(2) \_\_\_\_\_ (4) \_\_\_\_\_

CONTACT PHONE NO'S HOME \_\_\_\_\_ WORK \_\_\_\_\_

MOBILE \_\_\_\_\_ EMAIL \_\_\_\_\_

LOAN ACCOUNT NO'S \_\_\_\_\_

LENDER \_\_\_\_\_

SECURITY PROPERTY(IES) \_\_\_\_\_

TO BE RELEASED \_\_\_\_\_

*(Address, Certificate of Title Reference)*

SOLICITOR(S)/BANKER ACTING ON BEHALF OF BORROWER(S) \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

EMAIL \_\_\_\_\_

**REASON FOR DISCHARGE – PLEASE TICK WHERE APPLICABLE**

Sale of Property Anticipated Date of Settlement \_\_\_\_\_ (a) (b) (c)

Re-finance New Lender \_\_\_\_\_ Approval Amount \_\_\_\_\_

Anticipated Date of Refinance Settlement \_\_\_\_\_ (a) (b) (c)

Partial Discharge (Whereby loan is secured by more than one property. Please note remaining security must be revalued with associated costs borne by the Borrower(s).)

Other \_\_\_\_\_

Signatures (1) \_\_\_\_\_ Date \_\_\_\_\_

(All borrowers to sign) (2) \_\_\_\_\_ Date \_\_\_\_\_

(3) \_\_\_\_\_ Date \_\_\_\_\_

Escalation of Discharge: Please tick YES or NO box to advise if escalation of settlement is required to be actioned. By ticking the YES box Australian Financial will instruct upon receipt of original signed discharge request form. \$400 escalation fee will apply. By ticking NO box normal processing timelines will apply. Neither box ticked, normal processing will apply.

Yes  No

\* Please note: Our Agents will NOT be instructed until we hold an original signed form in this office. Originals to be sent to GPO BOX 2774 MELBOURNE VIC 3001\*

(a) Please note: Normal discharge processing – a minimum of 15 business days prior to issuing instructions. A further 5 business days for solicitors to action any discharge matter that Australian Financial instruct.

(b) Please note: If settlement is required prior to 20 working days from receipt of original discharge request form, a \$400 escalation fee will apply and instructions will be issued upon receipt of original discharge request form. Normal 5 business days allowance for solicitors to action discharge matter still apply.

(c) Please note that if the anticipated settlement date is stipulated then normal discharge process and timeline will apply.

(d) There will be an administration charge of \$350 charged at settlement for the processing of this request.