

# Request to Amend an Existing Security

Please complete, sign and return this form by email (refer to below email addresses). Alternatively, you can mail your form to: St.George Bank, Mortgage Discharges, Locked Bag 1, Kogarah, NSW 1485.

**Note:** It is important to lodge this form **AT LEAST 10 business days = 14 calendar days** (excluding Public Holidays) prior to settlement. Use this form to request the amendment to securities held against existing St.George Bank mortgages.

<input type="checkbox"/> Full Discharge of Security	Please complete sections 1,2,3,4,6,7	Please return this completed form by email to <a href="mailto:nswdischarges@stgeorge.com.au">nswdischarges@stgeorge.com.au</a> .
<input type="checkbox"/> Partial Discharge of Security	Please complete sections 1,2,3,4,6,7	Please return this completed form by email to <a href="mailto:mortgagesecurityvariations@stgeorge.com.au">mortgagesecurityvariations@stgeorge.com.au</a> . <b>If a sale, please provide Contract of Sale.</b>
<input type="checkbox"/> Substitution of Security	Please complete sections 1,2,3,4,5,6,7	Please return this completed form by email to <a href="mailto:mortgagesecurityvariations@stgeorge.com.au">mortgagesecurityvariations@stgeorge.com.au</a> . <b>If a sale, please provide Contract of Sale, Transfer and Title Search</b>

**Reason for the release of security?**

Sale     Refinance     Other     Debt Repaid (Complete Repaid Loans Advice Form)

## Section 1 – Customer details

Loan account	Customer name(s)
<input type="text"/>	<input type="text"/>
Customer to be contacted	Contact phone number
<input type="text"/>	<input type="text"/>
Email address	Address (for correspondence post settlement or discharge)
<input type="text"/>	<input type="text"/>

## Section 2 – Solicitor/Conveyancer/Other Financial Institution details

**(must provide all details, critical to settlement)**

Solicitor     Conveyancer     Other Financial Institution

Firm name/Financial Institution	Appointed contact name
<input type="text"/>	<input type="text"/>
Contact phone number	Email address
<input type="text"/>	<input type="text"/>
	Fax number
	<input type="text"/>

## Section 3 – Details of released property

Address of property to be released (if more than one property being released please list all in the below additional information box)

<input type="text"/>	State	Postcode
Title reference number (if known)	Sale price	Anticipated Settlement Date
<input type="text"/>	<input type="text"/>	<input type="text" value="/ /"/>
		Settlement Location
		<input type="text"/>

Other Instructions/Additional Information

## Section 4 – Instructions for distribution of funds

Loan account number

To be paid in full?

Yes >  Loan to be closed

Convert to Savings Account (Portfolio only)

No > Reduce limit to

Reduce debt by

\$

\$

Loan account number

To be paid in full?

Yes >  Loan to be closed

Convert to Savings Account (Portfolio only)

No > Reduce limit to

Reduce debt by

\$

\$

Loan account number

To be paid in full?

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Convert to Savings Account (Portfolio only)

No > Reduce limit to

Reduce debt by

\$

\$

**Surplus Funds to be credited to:**

Existing St.George Account

Account Number

Account Name

Bank Cheque by Mail (please enter mailing address below – for surplus payments only)

Address

State

Postcode

Future Address (Please provide your future address post settlement)

State

Postcode

## Section 5 – Substitution details

**Please provide the details of the new security.**

Property – please provide details below

Term Deposit/Cash

Are you buying the property from a friend or relative?  Yes  No

Is the property zoned for residential use?  Yes  No

Address

State

Postcode

Title Reference

Current estimated market value or purchase price

\$

Please provide the Property Access details, as it may be required.

Contact Name

Contact No.

## Section 6 – Additional information

## Section 7 – Customer authority

I/We authorise to release the above security and to:

- clear and reduce my/our loan(s)
- charge the applicable fees in accordance with my/our loan agreement(s)
- discuss this request with the solicitor/conveyancer/other financial institution nominated in Section 2
- cancel all facilities linked to the loan(s) (i.e. offset facility)
- charge the applicable fee if the Bank needs to obtain a valuation of the mortgaged property
- be liable for any outstanding amount if there is an error made in calculating the settlement amount.

All parties of the loan(s) including any Guarantors, must sign below.

If you are signing as an Executor or under Power of Attorney please provide supporting documents.

Signature of Customer/Guarantor

X

Full name

Date

/ /

Signature of Customer/Guarantor

X

Full name

Date

/ /

Signature of Customer/Guarantor

X

Full name

Date

/ /

Signature of Customer/Guarantor

X

Full name

Date

/ /