

# Request to release security property

## Borrower/Guarantor details (All to complete)

All Borrowers/Guarantors to complete

Member no.	Full name	<input type="checkbox"/> Borrower	<input type="checkbox"/> Guarantor
Member no.	Full name	<input type="checkbox"/> Borrower	<input type="checkbox"/> Guarantor
Member no.	Full name	<input type="checkbox"/> Borrower	<input type="checkbox"/> Guarantor
Member no.	Full name	<input type="checkbox"/> Borrower	<input type="checkbox"/> Guarantor
Contact Name	Phone	Email	

## Address of properties to be released (All to complete)

Address	State	Postcode
Address	State	Postcode
Address	State	Postcode
Address	State	Postcode

## Reason for request

Property has been sold (complete sections A, B)

▶ Sale price \$  Anticipated settlement date

Refinance (complete sections A, B)

Partial property release (complete section D)

Substituting property (complete sections C, D)

Loan has been repaid (complete section E)

## Section A – Nominated representative details (Solicitor/Conveyancer/Financial Institution/Agent)

Company name	Contact name
Address	State Postcode
Email	Phone
Settlement location	

## Section B – Settlement details

Please indicate to which loan account/s to which proceeds are to be credited(linked to properties to be discharged)

Account no.	To be paid out in full? <input type="checkbox"/> Yes <input type="checkbox"/> No ▶	Reduce balance to \$ <input type="text"/>
Account no.	To be paid out in full? <input type="checkbox"/> Yes <input type="checkbox"/> No ▶	Reduce balance to \$ <input type="text"/>
Account no.	To be paid out in full? <input type="checkbox"/> Yes <input type="checkbox"/> No ▶	Reduce balance to \$ <input type="text"/>

Would you like Teachers Mutual Bank Limited to collect all proceeds at settlement?

Yes ▶ Please deposit any surplus funds to  Member no.  S

No

## Section C – Substitution details

Please provide details of the new property to be offered as security

Address	State	Postcode
Title identifier	Current estimated market value or purchase price \$	

## Section D – Valuation details

Please provide property access details in case we need to undertake a valuation of the property

Contact Name	Contact no.
Please debit valuation fee from Member no.	\$

## Section E – Loan has been repaid (settlement not required)

Please debit fees from Member no. \$

Would you like Teachers Mutual Bank Limited to register the discharge of the mortgage on your behalf?  Yes  No ▶ Complete below section

I would like to lodge the discharge on my own behalf. Please send the documents by registered post to:

My/our nominated representative in section A; or  
 Address ▶  State  Postcode

## Please sign below

I/we authorise and request Teachers Mutual Bank Limited to:

- ▶ clear or reduce my/our loans as requested above;
- ▶ prepare and release all necessary documents and payout figures to my nominated representative;
- ▶ add any processing fees and if applicable break cost fees (for early repayment/part repayment of a fixed loan) to my payout figure in accordance with the terms and conditions of my/our loan agreement;
- ▶ place a hold on the loan(s) being paid out in full which will allow no further withdrawals (including redraw) 5 days prior to settlement; and
- ▶ cancel all facilities linked to the loan account/s (i.e offset facility).

All parties to the loan(s) and all Guarantors must sign below.

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

If signing as a Guarantor I/we consent to the discharge or other rearranging of security as requested.

Signature	Date	Signature	Date
Signature	Date	Signature	Date

## Returning this form

	Teachers Mutual Bank, PO Box 8385 Parramatta NSW 2150
	(02) 9704 8200
	security.variation@tmbank.com.au