

Mortgage Payment Instruction Form

Client(s) are required to complete sections A together with sections B or C and D.

Once completed please return with your offer letter.



A. Account Details

Account Holder(s): _____

Mortgage Account Number

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Contact Tel No: _____

B. Further Advance Applications / Stage Payments

Please refer to your offer letter to see if any special conditions apply.

Please arrange for the sum of

(Amount in figures)

(In words) _____ to be paid as detailed below.

Further Advance Applications and/or the first Stage Payment will only be paid the day after any required bond has been registered.

Please note that for stage payments an administration charge of £50 will also apply for each stage payment that is made.

C. Re-mortgage Applications

Please refer to your offer letter to see if any special conditions apply.

Tick one of the following:

☐

Following settlement of our existing mortgage please arrange for the remaining funds to be paid as detailed below.

☐

Following completion of our mortgage please arrange for the sum of

(Amount in figures)

(In words) _____ to be paid as detailed below.

We understand that funds will be paid the day after our bond has been registered.

D. Electronic Funds Transfer - CHAPS (£25 Fee - Same day value)

Please advise where you would like us to transfer your funds.

Bank: _____

Sort Code: _____

Account Name: _____

Account Number: _____

Signed: _____ Date: _____

Signed: _____ Date: _____

Signatures required by all parties to the account.