

## A. Member Details

Member Name	<input type="text"/>	Member Number	<input type="text"/>
Member Name	<input type="text"/>	Member Number	<input type="text"/>
Daytime Phone Number	<input type="text"/>	Mobile Phone Number	<input type="text"/>
<b>Mailing Address for future correspondence:</b>			
Home Address	<input type="text"/>		
Suburb	State	Postcode	<input type="text"/>

## B. Security/Property Details

**Property #1 Address:**

Suburb  State  Postcode

Certificate of Title Volume  Folio

**Property #2 Address:**

Suburb  State  Postcode

Certificate of Title: Volume  Folio

**NB: Additional documentation will be required for a partial discharge or subdivision.**

**Discharge request for the following reason:**

Property has been sold, expected settlement date  /  /

If you ticked 'property has been sold' above, do you require Bank First to collect all sale proceeds? Yes  No

Loan is being refinanced.

Loan paid in full (Refer to Section E)

Other:

## C. Solicitor/Conveyancer/Financial Institution Details

I authorise Bank First to surrender all deeds and documents connected with the property/properties listed in Section B to:

**Company Name**

**Company Address**

**Contact Name**  **Phone number**

**Email**  **Fax number**

## D. Allocation of Settlement Funds (Loan Account Details)

Once the Home Loan (linked to this property/these properties) has been repaid, please credit the balance of the sales funds as follows:

Credit my Bank First savings account (please specify account, eg: S1)

Clear the balance of my Overdraft Account.

Clear the balance of my S6 Visa Platinum Credit Card Account.

Clear the balance of my S7 Visa Classic Credit Card Account.

Credit my Personal / Car Loan

Other

## E. Authority to Debit Discharge Fees from Bank First Account

I give permission to debit my \_\_\_\_\_ Account (e.g. S1 Account) the Discharge of Mortgage Fee/ Land Titles Office Discharge Fee as outlined in the Terms and Conditions Part B - Fees & Charges.

Please send my discharge documents to:

<input type="checkbox"/>	My postal address or				
<input type="checkbox"/>	Other (please specify)	Address			
		Suburb	State	Postcode	

Note: Loan Fees and Charges listed are to be used as a guide only, as Government, Statutory and Council charges may apply to particular loans and these may change. Full disclosure of all relevant charges will be available on application.

## F. Declaration/Authority

I authorise Bank First to:

- Provide my Representative (mentioned in Section C.) with any information or documentation they require about the account security and loan balance in order to effect settlement.
- Agree to pay all fees and debts associated with the release of the security(s) mentioned above, including any fixed break cost fee and government fees (where funds allow, fees will be sourced directly from either the loan account or proceeds of the settlement).
- Cancel all Regular Payments to this Home Loan.
- Cancel all Regular Deductions from this Home Loan (where applicable).

Full name

<input type="checkbox"/>	Borrower	<input type="checkbox"/>	Guarantor (please indicate) <b>X</b>	Date	/	/
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Full name

<input type="checkbox"/>	Borrower	<input type="checkbox"/>	Guarantor (please indicate) <b>X</b>	Date	/	/
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Once completed, please submit this form via email to [loans@bankfirst.com.au](mailto:loans@bankfirst.com.au)