

Security Release / Substitution Authority



How to lodge your application:



This form must be completed and signed by all borrowers/mortgagors and returned to BankVic. For further information on discharging your BankVic home loan, please contact Lending Operations on 13 63 73 or directly on 03 9268 9263.

Sale (attach copy of Contract of Sale) - Complete sections 1, 2, 3, 5 & 6
 Refinance - Complete sections 1, 2, 3 & 6

Paid in Full - Complete sections 1, 2, 5 & 6
 Security Substitution - Complete sections 1, 2, 3, 4, 5* & 6

1. Borrower/Mortgagor names

Borrower/Mortgagor 1

Member no
 Title Ms Miss Mrs Mr
 Surname
 Given name/s

Guarantor 1

Member no
 Title Ms Miss Mrs Mr Dr
 Surname
 Given name/s
 Residential address
 Postcode Commencement of residence

Borrower/Mortgagor 2

Member no
 Title Ms Miss Mrs Mr
 Surname
 Given name/s

Guarantor 2

Member no
 Title Ms Miss Mrs Mr Dr
 Surname
 Given name/s
 Residential address
 Postcode Commencement of residence

2. Security address to be released

Address
 Postcode
 Title Particulars: Volume
 Folio

Address
 Postcode
 Title Particulars: Volume
 Folio

3. Solicitor/Conveyancer/Financier/Agent * if applicable

Company Name
 Address
 Postcode
 Settlement Date / /

Contact Name
 Contact Number
 Fax Number
 Email

BankVic will use your personal information from this notification to consider this request and to update your personal information records. As declared in our Privacy Statement, it may also be necessary for BankVic to provide your personal information to our third party service providers.

4. Substitution Security Address

Address	<input type="text"/> <input type="text"/>	Title Particulars:	Volume <input type="text"/>
			Folio <input type="text"/>
Postcode	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		

5. New Contact Details * if applicable delivery details for return of Cleared Title

Residential Address	<input type="text"/> <input type="text"/>	Mailing Address (if different to residential)	<input type="text"/> <input type="text"/>
Postcode	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Postcode	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Contact Number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
Email	<input type="text"/> <input type="text"/>		

6. Discharge of Mortgage Authorisation

I/We, the borrower/s, acknowledge and authorise BankVic to act on instructions as specified above and to:

- clear and/or reduce my/our credit facility
- charge the applicable fees in accordance with the terms and conditions of my/our loan, including any break costs applicable under a fixed term contract
- provide all required information, security documents and payout figures to the agents listed above
- upon booking of settlement, place a hold on any funds held in advance of scheduled repayments to the loan, which will prevent any redraw of these funds
- cancel all facilities linked to the loan upon settlement of the transaction, including regular payment from my BankVic account
- charge the applicable fee associated with the payout, discharge and/or substitution of the security
- I/we am/are liable for the amount outstanding under the loan resulting from any error made in calculating the settlement amount
- deduct the applicable Discharge Fee from my/our account _____ (insert account no.) and/or
- accept and credit any excess funds received from the settlement of this transaction into the following BankVic account number and type _____

7. Account instruction

Account no	<input type="text"/>	<input type="checkbox"/> Repay & close	
Account payment details	<input type="text"/> <input type="text"/>	<input type="checkbox"/> Reduce	Reduction amount \$ <input type="text"/>

<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/>
Borrower/mortgagor 1 Signature	Date	Borrower/mortgagor 2 Signature	Date

<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/>
Guarantor 1 Signature (per borrower/mortgagor above)	Date	Guarantor 2 Signature (per borrower/mortgagor above)	Date

This form must be completed and signed by all borrowers/mortgagors and returned to BankVic.

Email: settlements@bankvic.com.au

We will not action a discharge request unless this form has been completed and signed by all borrowers/mortgagors, returned and accepted by this office.

Please note that it may take up to 21 business days to process your request. When your request is ready to be finalised we will issue a Discharge Schedule Advice to your nominated representative.

Upon release of the Discharge Schedule Advice, BankVic requests five (5) business days notice for settlement.

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