

Credit Union Home Loans

Australia Limited
ABN 14 067 661 551

DISCHARGE AUTHORITY AND ACKNOWLEDGEMENT

TO: Credit Union Home Loans Australia Limited
1/231 Bourke Street
Melbourne VIC 3000

Please Note:

- **20 Days Notice of your Intention** to discharge a loan and securities (if applicable) by completion of this authority is required prior to settlement. *Requests received without a minimum of 20 days notice will incur a priority surcharge of \$100.00 in addition to the normal security administration fee outlined below.*
- A minimum of **14 days** notice is required to arrange settlement
- **Once completed this form should be returned to our Melbourne branch together with the credit unions discharge/withdrawal of security administration fee of \$150.00. Failure to return this authority together with the administration fee will lead to delays in processing and the possible postponement of settlement.**
- **Please note a total fee of \$250.00 should be included when returning this authority if less than 20 days notice has been given of your intention to discharge your security.**
- Additional solicitor's fees and disbursements may apply and will be advised once this signed discharge authority is received.
- **Please ensure all sections of this form are completed fully. The credit union will not be responsible for delays in processing if all information requested is not provided.**
- If you are unsure of the information requested **firstly please contact your legal adviser** or provide an additional explanation in the section provided on page 2.

I/WE of

Member No: Loan No:do hereby **AUTHORISE, REQUEST AND DIRECT** :

- a) You prepare all the necessary documentation and make all necessary calculations to finalise my/our loan with you detailed above and discharge any mortgage associated with this loan as described in (b) below.
- b) I/WE acknowledge that in calculating the balance due to be repaid to you under the terms and conditions of that loan, subject to those terms and conditions, there may be administration fees and penalty interest to be paid with the repayment of principal and interest.
- c) I/WE also understand that there may be fees incurred by the credit union in the processing of my request and those fees will be payable should I/WE not proceed with this discharge.

Date of Issue: 11 August, 2005
Melbourne Credit Union

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Sydney

MELBOURNE
1st Floor, 231 Bourke St, Melbourne VIC 3000
Ph: 03 8650 9400
Fax: 03 9650 7400
www.cuhomeloans.com.au

MITCHAM
495 Whitehorse Rd, Mitcham VIC 3132
Ph: 03 8873 1600
Fax: 03 9872 9727
admin@cuhomeloans.com.au

SURRY HILLS
60 Cooper St, Surry Hills NSW 2010
Ph: 02 9310 6111
Fax: 02 9690 1484

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ABN 14 087 651 581

- d) Property details for property being discharged:
- e) That you provide loan payout details to.....
for the anticipated settlement date of
- f) That you hand the relevant Certificate of Title, Mortgage and associated release documentation to (name & contact number):
.....
upon receipt from them by you of your total indebtedness by way of bank cheque, whose receipt thereof shall be sufficient discharge to you.

Reason for Discharge: _____

Forwarding Address (if applicable): _____

Comments:

- g) I/We further authorise you to cancel all direct debits from _____ on finalisation of this matter.
(name of Bank if applicable)

f) Additional Information:

.....

DATED this _____ day of _____ 20

Signed by:

.....
Signature
.....
(please print name)

.....
Signature
.....
(please print name)

Office Use Only

- | | |
|--|--|
| <input type="checkbox"/> \$150.00 Paid | <input type="checkbox"/> Confirmation Letter Sent |
| <input type="checkbox"/> File Ordered | <input type="checkbox"/> Gadens Instruct |
| <input type="checkbox"/> HJK Instruct | <input type="checkbox"/> Cu410 updated |
| <input type="checkbox"/> Member account cross referenced | <input type="checkbox"/> Property address cross referenced |

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