

Print clearly in capital letters using **black or blue ink** if completing this form manually. Place a cross **X** within the appropriate box when selecting an option. If insufficient space, please attach additional pages. Do not sign this application form unless all necessary sections have been fully and accurately completed.

Account Name _____ **Loan Account Number** _____

DISCHARGE DETAILS

Full Discharge **Partial Discharge**

I/We would like to commence the discharge process to repay the loan account for the property(s) situated at:

The loan will be repaid by way of:

- Sale of the property(s) – please provide copies of the Contracts of Sale
- Refinance by _____
- The loan will be paid with cash

My/our legal representative or new financier’s contact details are:

Contact name _____

Contact telephone number _____

Contact email: (if preferred, our solicitors can contact your representative directly)

ACKNOWLEDGEMENT AND SIGNATURES

I/We acknowledge the following conditions:

- La Trobe Financial are authorised to provide my/our legal representatives or new financier (as detailed in ‘Discharge Details’) the amount(s) required to payout the loan(s), any personal and credit information required to affect settlement including, but not limited to, to assess my/our creditworthiness, credit standing, and credit history, and issue a Discharge of Mortgage for the property(s) being released by La Trobe Financial and information about my/our loan accounts and securit(ies) held;
- The monthly loan repayments are due in full until the day discharge is complete;
- Any ‘Cash Access (Redraw) Facility’ will be suspended upon La Trobe Financial instructing it’s Solicitors;
- At settlement a Discharge of Mortgage, so far as the land is concerned, will be given but I/we shall not be released from the personal covenants of the Mortgage until an audit of the account is completed. Any necessary adjustments or refund will be forwarded to me/us to your nominated bank account held on file;
- I/we similarly understand that if the audit shows further monies are due I/we shall be asked to pay them;
- Once La Trobe Financial has instructed it’s Solicitor, we will send you a notification with important instructions for your representative or new financier to follow. La Trobe Financial’s Solicitor will require at least **ten (10) days’ notice** to book the settlement once instructed.

Important note – ALL borrowers must sign below:

Signature _____ Full name _____ Date _____	Signature _____ Full name _____ Date _____
Signature _____ Full name _____ Date _____	Signature _____ Full name _____ Date _____

Please be advised that La Trobe Financial requires at least thirty (30) days’ notice to process this discharge request. The notice period commences when La Trobe Financial receives a fully completed and validly executed copy of this form.

RETURN COMPLETED, SIGNED FORM TO:

Mail: **La Trobe Financial**
GPO Box 2289, Melbourne Victoria 3001 Australia

Email: **discharges@latrobefinancial.com.au**