

# Full Discharge / Refinance Authority Form

## Looking to refinance?

Have you spoken to our Customer Relations Team, who may be able to offer something which could save you the time and costs of refinancing? Call them on 02 9248 2706.

This form is used for the following requests:

- If you are selling your property and repaying your loan in full
- Refinancing your loan to another financial institution
- You have repaid your loan in full and want to release your mortgage

### IMPORTANT:

- To avoid delays in processing your Full Discharge / Refinance Authority Form, please ensure that you complete all sections on the form. Where a section is not applicable please note **N/A**.
- Ensure that all borrowers and guarantors sign the request form.
- Once the form has been completed, email the request form to [discharges@resimac.com.au](mailto:discharges@resimac.com.au)
- Please note that once we have received your signed request form, it will take up to 14 business days to process.

## LOAN DETAILS

Loan account number:  Date (DD/MM/YY):  /  /

Sender:

Email:

Applicant 1 (full name)

Applicant 2 (full name)

Applicant 3 (full name)

Applicant 4 (full name)

## SECURITY ADDRESS

Security 1:

Security 2:

Security 3:

## REASON FOR DISCHARGE

Please ensure that a reason for discharge is selected under one of the below headings only (e.g. Sale  Down sizing)

### Sale

- Re-locating
- Investment property
- Hardship
- Purchasing new owner occupied property
- Down sizing

### Refinance

- Interest rate
- Product features
- Service
- Staff concession
- Additional borrowings

### Other

- Using own funds
- Other reason (not listed):

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## SALE - SOLICITOR / CONVEYANCER DETAILS

<input type="text"/>	<input type="text"/>				
Contact name	Email				
<input type="text"/>	<input type="text"/>				
Company name	Phone				
<input type="text"/>	<input type="text"/>				
Postal address	Suburb	State	Postcode		
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		
Estimated settlement date:	<input type="text"/>	/	<input type="text"/>	/	<input type="text"/>

## COMPLETE IF REFINANCING TO ANOTHER FINANCIAL INSTITUTION

<input type="text"/>
New lender
<input type="text"/>
Contact name (who should we contact to discuss the discharge settlement)
<input type="text"/>
Contact email
<input type="text"/>

## BORROWER CONTACT DETAILS POST DISCHARGE

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Mailing address	Suburb	State	Postcode
<input type="text"/>	<input type="text"/>		
Email	Phone		

## BANKING DETAILS

This section **must** be completed to allow for the refund of any uncleared repayments.

- Please deposit any refunds in my Account you have on file; or
- Please deposit any refunds in the following Account:

Account name:	<input type="text"/>				
BSB:	<input type="text"/>	-	<input type="text"/>	Account number:	<input type="text"/>

**Note:** You must organise the disbursement of any surplus funds from the sale/refinance of the security property. **We are unable to do so on your behalf.**

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## Completed by

Signature (Applicant 1)

Name in print

Date:  /  /

Signature (Applicant 2)

Name in print

Date:  /  /

Signature (Applicant 3)

Name in print

Date:  /  /

Signature (Applicant 4)

Name in print

Date:  /  /

**Note:** On receipt of a completed Full Discharge / Refinance Authority Form, your Loan Access Card will be suspended (if applicable). If you have an offset account, access to this account may be frozen once this Full Discharge / Refinance Authority Form has been received. Please make alternative arrangements if you have any 3rd party direct debits as they may be rejected and not paid. Any funds remaining in your offset account may be put towards reducing the final payout figure of your loan.