

MORTGAGE LENDING CHARGES (Effective from 1 November 2011)

Existing borrowers with the Society may take advantage of certain services, for which charges are made. The following charges are made for services, which may be requested as part of the normal operation of your account. Additional charges may also be incurred as a result of missed mortgage payments or unpaid cheques and these too are shown below.

Transfer of your existing mortgage to: Pension / Endowment / Interest Only / Repayment / Substitution.	£30
Deeds Vacating Fees - a charge to cover the administration work involved in releasing the Society's Charge on the property following redemption of the mortgage. (Waived when another mortgage is provided by the Society or the mortgage reaches its natural redemption date).	£60
Redemption Figure - one redemption statement will be provided free of charge. If another statement is requested within 12 months a charge will be made for supplying the statement. (Waived when another mortgage is provided by the Society or the mortgage reaches its natural redemption date).	£20
Transfers of Equity - a charge for amending an account to add or delete a borrower (the deeds production fee above will be waived). - no charge will be made if the transfer is due to the death of a borrower.	£58
Mortgage References - a charge for supplying information relating to a mortgage account to another lender. - a charge for providing a letter confirming an outstanding balance and/or information relating to a mortgage account to the borrower. - a charge (per statement) is made for providing a copy of an annual mortgage statement.	£24 £12 £5
Second Mortgage Questionnaire - a charge made for supplying information detailing the amount of the Society's charge on the property and the mortgage information held by the Society. Usually used by another lending institution to assess lending suitability.	£5
Improvement Grants - a charge is made for supplying detailed mortgage information to the relevant authorities in order for an improvement grant application to be considered.	£20
Own Insurance - a charge is made to cover the administration work involved when the borrower provides their own insurance policy which is not with the Society's block insurer. The Society needs to individually check the chosen insurance to ensure that the property is adequately insured.	£25
Release of Security/Deed of Grant - a charge is made to cover the administration work involved when part of the property is sold, and the Society releases its charge on the part of the property which has been sold.	£50
Copy of Valuation Reports - a charge is made for copying the valuation details and sending additional copies of the valuation upon request. (A copy of the original valuation report is issued free).	£15
Deeds/Documents – photocopies - a charge is made for the photocopying and forwarding of deeds and other information to borrowers or solicitors.	£15
Interest Certificates – duplicates - a charge is made for the issue of a duplicate interest certificate (we will provide an original free of charge each year if requested).	£12
Arrears Cases - a charge is made for each letter sent (to include the cost of managing your account until the arrears have been cleared). - an administration fee where Solicitors are involved in serious arrears cases (to include supplying of deeds and swearing affidavit). - a charge will be made for every month a Commercial Mortgage remains in arrears (to include the cost of managing your account until the arrears are cleared). - a charge will be made for collecting unpaid Ground Rent. If your property is Leasehold we need to manage outstanding ground rent or service charges. (this fee covers the cost of communication to you and your landlord, in addition, if the ground rent remains unpaid we will debit your mortgage account to pay the outstanding rent).	£15 £125 £25 £30
Unpaid Direct Debits - a charge will be made every time a direct debit is returned unpaid by your bank (to go towards the additional processing costs).	£18
Unpaid Personal Cheques - a charge will be made for each personal cheque returned unpaid.	£14
Telegraphic Transfers (CHAPS) - a charge will be made for the electronic transfer of funds to another institution	£30
Data Protection Act – effective 01 September 2002 - a charge will be made for access to data by a member under the Data Protection Act	£10
Temporary Letting - a charge is made for the approval of a temporary letting of the mortgaged property.	£40
Revised Mortgage Offer - This fee will be charged if you request a change after we have issued a mortgage offer.	£50