

Please complete this form if you wish to request to substitute the security property for your loan.

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 number _____ **Borrower name** _____

Security Substitutions are prepared when you want to change the property we hold as security for another property of the same value, higher or lesser value. If the value of the new property being substituted is less than the existing property, this can affect the Loan to Valuation ratio. In this instance the borrower may be required to make a capital reduction on the loan.

This security substitution request is subject to La Trobe Financial's assessment against its credit policies and may require further information from you. In some circumstances, it may not be appropriate to substitute the security property, in which case a restructure of the loan may be required. We will notify you if this is the case.

Should you have any questions about the available options for your loan and security, please call our Direct to Customer Team on 1800 777 000 or email direct@latrobefinancial.com.au

SECTION ONE – SECURITY SUBSTITUTION TYPE

Expected Date of Settlement (please provide, if known) _____

Please tick the option that represents your request

- I have/will be purchasing a new property.
Please submit a copy of the Contract of Sale and Transfer of Land with this request.
- I have sold my property and have/will be purchasing a new property. A simultaneous settlement will be required.
Please submit a copy of the Contract of Sale and Transfer of Land with this request.
- I already own the property.
- Other.
Please provide further information below.

SECTION TWO – REPRESENTATIVE DETAILS

Borrower representative

- Conveyancer Myself Other contact

Name _____ Company/Branch name _____
 Mailing Address _____ Postcode _____
 Phone _____ Mobile _____
 Email _____

Broker details (if applicable)

Contact name _____
 Phone _____ Mobile _____
 Email _____

SECTION THREE – SECURITY DETAILS

The address of all properties linked to the loan (s) must be provided below to prevent delays.

ADDRESS OF PROPERTIES/SECURITIES TO BE DISCHARGED/SUBSTITUTED	DISCHARGE/ RETAIN/ADD	ESTIMATED VALUE
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

Reason for Security Substitution:

SECTION FOUR – FEES AND CHARGES

A valuation of the new security will be required, and as such a fee for the valuation report will apply. Our Direct to Customer Team will provide you with further information on the cost of the report once the form is lodged.

La Trobe Financial's fees and charges in respect of settlement, lodgment and preparation of the security substitution are contained in your Letter of Offer. If you would like a breakdown of the fees and charges applicable to this security substitution please contact our Direct to Customer Team.

SECTION FIVE – ACKNOWLEDGEMENT

I/We acknowledge the following conditions:

- I acknowledge the monthly loan repayments will continue to be made in full and when due while the security substitution assessment is being processed;
- The 'Cash Access (Redraw) Facility' will be suspended five (5) business days prior to settlement;
- I/we understand that any additional costs associated with the security substitution process are my responsibility to pay in full. A full list of costs will be provided to you once the application has been assessed by La Trobe Financial and will be contained within the Letter of Offer.
- Once La Trobe Financial has instructed its solicitors, you/your representative will be sent a notification with an important instruction to follow. You acknowledge our solicitors will require at least ten (10) business days' notice to book the settlement once instructed.

All borrower/s and guarantor/s named in the Letter of Offer must sign this form in the spaces below:

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

If you require additional signing clauses please use a duplicate of this form and submit the signed forms to direct@latrobefinancial.com.au
We will review your request and contact you if we need further information.