

# General Service Tariff

These charges are correct as at 1 December 2008

## ACCOUNT SERVICES

No charges are made for the normal day to day administration of your account with Mortgage Trust. However, you may find that you require a particular service at some point during the term that you hold a mortgage with us. The following are the most common additional services requested by our borrowers however, any charges for services not referred to in this Tariff will be advised on request or at the time the service is offered.

Breakdown of account £40+VAT

This fee is charged if you request us to provide a full breakdown of our monthly payments.

Copy Account Statement or Certificate of Loan Interest £25+VAT

This fee will be charged if you request a replacement copy of an annual (or monthly) statement/certificate of loan interest.

Despatch of Title Deeds £75+VAT

This fee is charged when the Security Documents to your property are requested by, and sent to you or your solicitor.

Early Redemption £150+Product Requirements

This fee covers the costs associated with preparing documents for discharge, including the affixing of Mortgage Trust's seal, the signing of the document on behalf of the Board of Directors and updating our records.

Arranging Own Buildings Insurance £25

This is a one-off charge to cover the additional administration costs we incur when insurance is not arranged through us.

Change of Name/Marriage/Address £10

This fee applies if you request an amendment to the name/address to which your mortgage is held.

Transfer of Equity £195

This fee covers the administration costs associated with considering the application, sealing the transfer and updating our records.

Copy Documents £20+VAT

This fee applies if you require copies of any documentation in relation to each mortgage account.

Change of Repayment Method £150

This fee is charged when you request us to change your existing interest only mortgage to a capital repayment mortgage or vice versa.

Surrender or change of Life Policy £125 per policy

This fee covers the cost of surrendering your policy or serving a Notice of Assignment on your insurance company and replacing your existing policy details with your new policy details.

Letter of No Interest £10+VAT

Extend/Reduce Mortgage Term £75

Recording of Enforcement Notices £45

Release of Partial security £195

This fee covers the costs associated with the sealing and vacating of the deed of release.

The same fee is charged in respect of the following:-

- Deed of Exchange
- Deed of Postponement
- Deed of Variation e.g. variation to the lease.
- Deed of Grant e.g. rights of way
- Deed of Easement
- Deed of Substituted Agreement e.g. consent to change the use of part of the property.
- Local Authority Planning Agreement.

Transfer to Alternate Product minimum £250

In addition to this fee, any existing product conditions need to be complied with and any product fee will also be payable.

CHAPS fee £50

This fee is charged when we send money related to your mortgage by CHAPS (Clearing House Automated Payment System).

Deeds Query £20+VAT

This fee covers the cost associated with searching and supplying specific deeds related information.

Property Transfer £200

This fee is charged when Mortgage Trust are instructed to effect a property adjustment order e.g. Court Order as a result of a matrimonial dispute.

Ground Rent/Service Charge £100

This fee is charged if we pay, on your behalf, the ground rent or service charge to the freeholder in order to protect the security on which the loan is based.

Credit Guarantee Fee

We will charge a fee if your available credit (applicable to Flexible Mortgage products only) is more than a certain amount at any time. Details of the fee will be provided with the Offer of Advance.

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## ADDITIONAL LOANS AND

### FURTHER ADVANCE

The following fees may be charged when you apply to Mortgage Trust for a further advance or to another lender for a loan secured on your property. Some of these charges may additionally apply when you ask us to agree changes that you wish to make to the property you have mortgaged to Mortgage Trust.

Further Advance/Increase in Loan Limit £170

This fee is charged when you request us to consider an application to provide a further advance.

Previous Lender's Reference £60+VAT

This fee is charged when we are requested to provide information to another lender with whom you are proposing to enter into a new loan agreement.

Revaluation Fee £130

This fee is charged if a revaluation of your property is required.

Property Reinspection £100

This fee covers the cost of instructing an independent valuer to prepare a report and valuation of your property e.g. for the purposes of releasing a retention.

## ACCOUNTS IN ARREARS

The following fees may be charged to your account if you fall behind with your monthly payments. We would encourage you to contact Mortgage Trust at your earliest opportunity should you anticipate any difficulty in meeting your mortgage commitments, in order that the widest range of options can be considered.

Arrears Administration £50/60

The fee of £50 is charged each month a mortgage account is 1 month in arrears. The fee covers the additional administration work involved with this type of account.

The fee of £60 is charged each month a mortgage account is 2 or more months in arrears. The fee covers the additional administration work involved with this type of account.

Instruction to a Solicitor £200

This fee is charged if we have to refer a mortgage account to our solicitors prior to commencing litigation.

No Direct Debit Mandate £40

This fee is charged each month when a direct debit mandate has been cancelled without our agreement.

Unpaid Cheque £60

This fee is charged if a cheque for your mortgage payment is returned unpaid.

Unpaid Direct Debit £50

This fee is charged if a direct debit for your mortgage payment is returned unpaid.

Possession Administration £600+VAT

This fee is charged to cover the administration costs associated with the maintenance and sale of a property that has been taken into possession.

## CURRENT ACCOUNT

### MORTGAGE ACCOUNTS

Bank Draft (sterling) £20

This fee is charged when the bank issue you with a cheque, payment of which is guaranteed.

Stopping a Cheque £10

This fee is charged if you request us to stop a cheque that you have issued.

Special Presentation of a Cheque £15

This fee is charged if you request us to specially present, by post, a cheque that you have received to determine quickly (generally the following business day, subject to postal service) whether or not payment will be made.

Copies of Paid Cheques, including providing details of paid cheques £5 per Cheque

Cheques, Standing Orders and Direct Debits returned unpaid £30 each

This fee is charged if cheques, standing orders and direct debits on your account are not paid due to lack of funds in your account, or if you pay your monthly mortgage payment direct from your Current Account Mortgage and you have insufficient funds in your flexible withdrawal facility to cover the payment in full.

Misuse of Account £15 per item

This fee is charged when the bank pays an item although there are insufficient funds in the account.

If you have any enquiries relating to this guide, please contact our Mortgage Administration Team on: 0845 849 4050.

Charges are correct at time of going to print and are effective from 1st December 2008.