



Security Documents Release Request

Refinance Only

Complete this form to discharge securities taken as part of your home loan,
then scan and return to us at support@virginmoney.com.au

Document ID		Date	
Broker Name			

Borrowers Details

Borrowers Name(s) in Full			
Borrower to be contacted		Daytime Contact Number	

Settlement and Release details

Release Type

<input type="checkbox"/> Refinance	Name of Financial Institution	
	Contact Name and Details	

Place of Settlement	
Date of Settlement	

Authority held to discharge the following Real Property securities:			Bank Use
Address	R/M No.	Title Ref	Partial/Full/Sub

Authority held to discharge the following other securities:			Bank Use
Guarantee By	PPSR Regn No.	Amount	Partial/Full/Sub

LMI Policy No/s

Action Required for Loan Accounts Related to this Release (excluding Credit Card Accounts)							
Account Name	Account Number	Amount from Settlement	Reduce Limit to \$		Cancel Limit Only – A/C to remain open new product code		Payout and Close
				or		or	
				or		or	
				or		or	
				or		or	
				or		or	
				or		or	

Accounts For Credit of Surplus Funds Minus Any Fees and Charges Due (excluding Credit Card Accounts) VMA Account only		
Account Name	Account Number	Amount

Fees and Charges Authority

I/We authorise the Lender to debit the following account details with any amount payable by me/us in relation to this Security Release. Fees may include Security Release Fees, and any relevant government or registration body charges.

Account Number Account Name

Current fees are in our Lending and Deposits Guide to Fees and Charges booklets. Refer to the website of the relevant security registration body for their fees and charges.

Offset Facilities

Where loan accounts are being paid out and closed, and no further lending is being entered into, please ensure you transfer any funds held in the related Offset Facilities to the Loan Account or to an external account prior to the securities being released.

☐ I/We request that all related Offset Facilities are to be closed once the security has been released and the Offset Facility balance is zero

Address after Settlement

Residential Address

Postal Address

I acknowledge that the bank will action my request to release the noted securities and dispose of any surplus funds in accordance with my instruction above.

<input type="text"/>	
1. Borrower / Guarantor / Mortgagor Name	Borrower / Guarantor / Mortgagor Signature
<input type="text"/>	
2. Borrower / Guarantor / Mortgagor Name	Borrower / Guarantor / Mortgagor Signature
<input type="text"/>	
3. Borrower / Guarantor / Mortgagor Name	Borrower / Guarantor / Mortgagor Signature
<input type="text"/>	
4. Borrower / Guarantor / Mortgagor Name	Borrower / Guarantor / Mortgagor Signature
<input type="text"/>	
5. Borrower / Guarantor / Mortgagor Name	Borrower / Guarantor / Mortgagor Signature
<input type="text"/>	
6. Borrower / Guarantor / Mortgagor Name	Borrower / Guarantor / Mortgagor Signature

Internal Use Only		Date Received		Date Actioned	
<input type="checkbox"/> Signature/s verified <input type="checkbox"/> Brand Changed in EB profile (if applicable)					
Service Charge Plan Name			Service Charge Plan Number		
Branch				BSB	
Preparer				Team Manager	
Signature				Signature	
<input type="checkbox"/> CCC Ref:					