

# Arab Bank Australia

## DISCHARGE AUTHORITY AND DIRECTION TO PAY

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Please read these instructions carefully before completing the form

- Section A** To be completed  
**Section B** To be completed  
**Section C , D & E** Complete these Sections if your property has been sold and you require the Bank to attend settlement , OR if you are refinancing with another institution.  
**Section F** Complete this Section if you have already paid out your loan and require your Certificate of Title to be returned.  
**Section G** Complete with your signature(s)

Contact your branch if you have questions on how to complete this form.  
*If all required fields are not completed, delays in settlement may occur.*

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### Section A CUSTOMER DETAILS

Business / Company Name (if applicable).....

ABN / ACN .....

*Full name of ALL account holders (personal, business or company)*

Customer / Director Name (1) .....

Customer / Director Name (2) .....

Customer / Director Name (3) .....

Contact Name ..... Daytime contact phone number .....

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### Section B SECURITY(IES) TO BE RELEASED

#### Property 1

Unit/Street no..... Street Name .....

Suburb ..... State ..... Postcode.....

#### Property 2

Unit/Street no..... Street Name .....

Suburb ..... State ..... Postcode.....

#### Property 3

Unit/Street no..... Street Name .....

Suburb ..... State ..... Postcode.....

**Other** (Please specify) .....

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## Section C SALE/REFINANCE OF PROPERTY

- Have you sold the property or are you refinancing with another institution?.....  Sold  Refinance
- Are you paying all your loans out in full at settlement?.....  Yes  No
- Would you like the Bank to collect all the proceeds of the property sale?.....  Yes  No
- What will your address be after settlement?

Unit/Street Number ..... Street Name.....

Suburb..... State..... Postcode.....

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## Section D YOUR SOLICITOR'S / REFINANCIER'S DETAILS

Solicitor's / Refinancier's name.....

Name of Contact person.....

Contact telephone number..... Anticipated settlement date.....

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## Section E DISBURSEMENT OF SETTLEMENT PROCEEDS

At Settlement the Bank is to receive not less than the sum of \$.....

Which is to be disbursed to the credit of the following account(s)

- |                           |   |  |  |  |  |  |  |  |  |  |  |  |
|---------------------------|---|--|--|--|--|--|--|--|--|--|--|--|
| 1. Loan Account Number    | <table border="1"><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr></table> |  |  |  |  |  |  |  |  |  |  | * Full Balance/Partial Payment \$..... |
|                           |   |  |  |  |  |  |  |  |  |  |  |  |
| 2. Loan Account Number    | <table border="1"><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr></table> |  |  |  |  |  |  |  |  |  |  | * Full Balance/Partial Payment \$..... |
|                           |   |  |  |  |  |  |  |  |  |  |  |  |
| 3. Loan Account Number    | <table border="1"><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr></table> |  |  |  |  |  |  |  |  |  |  | * Full Balance/Partial Payment \$..... |
|                           |   |  |  |  |  |  |  |  |  |  |  |  |
| 4. Deposit Account Number | <table border="1"><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr></table> |  |  |  |  |  |  |  |  |  |  | * Surplus Settlement Funds \$.....     |
|                           |   |  |  |  |  |  |  |  |  |  |  |  |

- **Delete if not applicable**
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## Section F LOAN HAS BEEN REPAYED (No Settlement Involved)

- Would you like the Bank to register the discharge of mortgage?  Yes  No
- Please provide an ARAB Bank account number to debit fees 

|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

  
(If an account is not held with Arab Bank a cheque covering fees or cost of discharging mortgage is to be provided with this authority).
- Where would you like the documents to be sent? (3)
  - By registered mail to my current mailing address held with the Bank **OR**
  - to Arab Bank Australia , ..... **Branch** ( *please specify Branch name*) for collection

# Arab Bank Australia

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## Section G CUSTOMER / GUARANTOR AUTHORITY

I / We authorize Arab Bank Australia to do the following:-

- Release the above security ;
- Clear in full or reduce my/our loans;
- Charge the applicable fees in accordance with the Terms and Conditions of my/our loan;
- Provide a payout figure to my solicitor prior to settlement and to place a hold on my/our loan account, which will allow no further withdrawals;

Customer Name (1)..... Signature..... Date.....  
Customer Name (2)..... Signature..... Date.....  
Customer Name (3)..... Signature..... Date.....

**Or**

Signed for and on behalf of )  
.....Pty Ltd as mortgagor, )  
..... )  
*Director/Secretary* ) *Director*  
..... )  
*Print Name* ) *Print Name*

Dated this ..... day of .....20.....

**The following is to be completed where the security property being released is owned by a guarantor , or where there is a request for partial discharge of security only.**

We as Guarantors consent to the release of the bank's security in terms of the above instructions.

Guarantor Name (1) ..... Signature..... Date.....  
Guarantor Name (2) ..... Signature..... Date.....  
Guarantor Name (3) ..... Signature..... Date.....

Signed for and on behalf of )  
.....Pty Ltd as Guarantor )  
..... )  
*Director/Secretary* ) *Director*  
..... )  
*Print Name* ) *Print Name*

Dated this ..... day of .....20.....

# Arab Bank Australia

## Bank Use only

Signatures verified by.....  
*Signature*

.....  
*Name*