



PROGRESSIVE
BUILDING SOCIETY

**REQUEST TO CHANGE MORTGAGE TERMS & CONDITIONS – PERMANENT CHANGE OF CONTRACT
(Intermediary form)**

Borrower(s):	
Property Address:	
Mortgage Account Number:	
Borrower(s) Contact Number(s):	
Intermediary Details: (name, address and contact number(s))	
Level of Service:	Mortgage Intermediary to confirm level of service: Advised <input type="checkbox"/> Execution Only <input type="checkbox"/> (Please tick one)

1. Type of change

- | | |
|--|--|
| <input type="checkbox"/> Extend Term | <input type="checkbox"/> Repayment Type Change |
| <input type="checkbox"/> Reduce Term | <input type="checkbox"/> Repayment Type Change (Part only) |
| <input type="checkbox"/> Transfer of Equity (adding a party) | <input type="checkbox"/> Transfer of Equity (removing a party) |

NB. For a Transfer of Equity case the borrower(s) will also need to complete a separate Mortgage Application Form. Please speak to your local Progressive Branch regarding the Application process.

[Please provide full details of your request in Section 3]

2. Reason for request

N.B. If extending term, please also confirm your expected retirement age. Where the change includes an extension to the mortgage term, the borrower(s) are acknowledging below that they have been informed of the additional interest cost (approximate) over the extended term. The longer the mortgage term, the greater the interest amount paid by the borrower(s).

3. Full details of change requested

4. Fees

Is there a fee payable to the Society? Yes / No

Fee(s) Description: _____ Amount of fee(s): £ _____

Does the borrower(s) wish to add the fees to the loan?

add to the loan ☐ pay upfront ☐ [Please tick to indicate choice]

N.B. We will advise you of the fee(s) applicable to your request. If your Solicitor requests production of the Documents of Title our Deeds Production Fee of £85.00 will be payable.

Please indicate if you wish to add this fee to the loan or pay upfront: add to the loan ☐ pay upfront ☐

5. Mortgage Intermediary to sign

I am giving authority, on behalf of the above named borrower(s), to make the changes to this mortgage account, as detailed above.

Signed _____ (Mortgage Intermediary) Date _____

For Branch/Society Use Only – ensure all sections have been completed

Date received at branch	Signatures Verified	Branch Authorisation (Initials)
	<input type="checkbox"/>	

Is the variation request a 'Material Change'?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is the mortgage payment increasing by more than 20%?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If 'Yes' has an affordability assessment been carried out?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Has all documentation been scanned?	Yes <input type="checkbox"/> No <input type="checkbox"/>