



Tariff of Mortgage Charges

Effective from 1 March 2017

Our tariff of charges reflects the mortgage industry's initiative with the Council of Mortgage Lenders and Which? to make our fees and charges easy for you to understand.

Our tariff reflects the industry's good practice principles. The same document is being used across the industry to help customers compare mortgages.

When looking at the fees that other firms charges, you may notice some that don't appear in our tariff. This means we don't charge you these fees.

Before your first monthly payment

These are fees and charges you may have to pay before we transfer your mortgage funds

Name of charge	What this charge is for	How much is the charge?
Funds transfer fee	Electronically transferring the mortgage funds to you or your solicitor.	£25

If you ask us for extra documentation and/or services beyond the standard management of your account

Name of charge	What this charge is for	How much is the charge?
Duplicate / interim statement fee	Requesting a copy of a previous mortgage statement or an interim statement of your account as it stands. It might be paid by you or another lender.	£20
Duplicate request for certificate of interest paid (for each year) fee	Requesting a copy of a previously issued certificate of interest paid.	£15
Data Subject Access request	Request to supply copies of all correspondence held on file.	£10
Consent to second charge	This is a fee charged to assess a request for a second charge to be registered against the mortgage property.	£45
Balance breakdown	This is a fee charged for the preparation of an itemised breakdown of all financial transactions applied to the mortgage account that constitute the mortgage balance. This fee is charged for each year or part year requested. This fee must be paid in advance of work being undertaken.	£25
Copies of deeds	Charged for photocopying extracts of Title Deeds. This fee must be paid in advance of work being undertaken.	£45
Deeds dispatch fee	This is a fee charged when a request is received from solicitors to release the Title Deeds to them. This fee must be paid in advance of work being undertaken.	£40
Instruct Property Re-inspection	This is a fee charged when re-inspection or revaluation of the property is required, for instance when you apply to have retention monies released. This fee must be paid in advance of work being undertaken. Further fees will be charged by the valuer which will be your responsibility and will be added to the mortgage account.	Desk top £75; Full - Variable
Retention Release	This fee covers the cost involved in administering the release of any retained money. In addition, a Funds Transfer fee and a fee for the re-inspection of the property may also be payable. This fee will be deducted from the retention monies released to you.	£30
Transfer of Equity/ Release or addition of borrower/guarantor	A fee charged for processing a transfer of equity application to add and/or remove a borrower from the mortgage. This fee must be paid in advance of work undertaken.	£70 + Legal fees
Letter of Non Crystallisation fee	A fee will be charged for providing a letter of non-crystallisation to another lender with your permission.	£25
Section 106 agreement	A fee will be charged for the lender to consider being party to a section 106 planning agreement.	£25 + Legal fees

If you change your mortgage

If you change to a new mortgage product, the 'before your first monthly payment' fees may also apply at this stage

Name of charge	What this charge is for	How much is the charge?
Change of term fee	Extending or reducing the remaining term of your mortgage.	At cost
Partial release of property fee	Payable if you want to remove part of the property or land from the mortgage. It covers administration costs, including sealing the relevant legal deed and issuing letters of consent.	£40 + Legal fees
Consent to let fee	If you want to let your property but don't have a buy-to-let mortgage, you'll pay this for each 'consent to let' agreement, where we agree to you letting out your property for a set period within your existing owner-occupier mortgage.	£25 + Legal fees
Variation to lease	Administration charge to assess and enter into legal documents to amend the lease.	£25 + Legal fees
Deed of easement	Admin fee to assess the changes and how it would affect the Banks security.	£25 + Legal fees
Reference or information requests	A fee charged when a request is received to supply a reference or other information relating to your mortgage account to another lender or other body, provided we have received your written authority to do so. This fee must be paid in advance of work being undertaken.	£45

If you are unable to pay your mortgage

These are the most common charges you may have to pay if you fail to keep up with your mortgage payments. Some charges, for example those covering unpaid / returned direct debits or cheques, occur at the early stages of your inability to pay (arrears). Other charges, for example, relating to our repossession of the property, may apply later in the process and will be dependent on your circumstances.

Name of charge	What this charge is for	How much is the charge?
Unpaid / returned direct debit or cheque	Payable when your nominated bank rejects a direct debit collection, or your payment by cheque is returned unpaid by your bank.	£20
Arrears Management fee (monthly fee)	You may be charged an arrears fee on a monthly basis, or when specific events happen in the management of your account when you are in arrears. This covers charges in respect of your account if you fall behind with your payments.	£65 per month
Telephone calls relating to Arrears	No charge will be made for the initial call but if we have to call you in relation to a broken arrangement or failing to reply to letters, this charge may be applied.	£20
Arrears letters	No charge will be made for the initial letter but if we have to contact you again due to failing to reply to the letter, this charge may be applied.	£15
Payments under lease (e.g rent arrears, service charges)	This fee may be incurred should the Bank have to pay outstanding ground rent and/or services charge arrears on your behalf to the freeholder/landlord (e.g Housing Association).	£40
Possession administration fee	This fee may be incurred once possession of your property has been obtained. You will also be liable for disbursement payments made to third parties and/or costs/expenses incurred by the Bank (e.g court fees etc.).	£115 + Third Party costs
Appointment of a receiver	This fee may be incurred if a receiver is appointed over your property. You will also be liable for disbursement payments made to third parties and/or costs/expenses incurred by the Bank (e.g receivers fees etc.).	£85 + Legal fees
Broken Arrangement fee	This is a fee charged when you break the terms of an arrangement that you have reached with us, to a scheduled repayment of arrears. This fee will be added to the mortgage account.	£35
Cleaning and Clearing a repossessed property	A fee is charged to cover the cost of cleaning and clearing a repossessed property. This fee will be added to the mortgage account.	Variable
Field Agent Visit (Arrears visit)	A fee will be charged if someone makes a personal visit to you to discuss an arrears situation. In this situation you could be visited by an agent of the lender and/or the lender. This fee will be added to your mortgage account.	£35 + Field Agency Fee £65 per property + VAT
Commencement of Proceedings	This fee may be incurred if Legal proceedings are commenced by the Lender for recovery of your mortgage debt. You will also be liable for disbursement payments made to third parties and/or costs/expenses incurred by the Lender (e.g. court fees etc.)	£40 + Legal fees
Tracing fee	A fee charged if we need to instruct agents to trace you. This fee will be added to the mortgage account. Further fees will be charged by the agent which will be added to the mortgage account.	£20

Continued

Ending your mortgage term		
Name of charge	What this charge is for	How much is the charge?
Redemption Quotation	Any requests will be charged a fee. This fee must be paid in advance of work being undertaken.	£25 (first one free)
Mortgage exit fee (redemption fee)	<p>You may have to pay this if:</p> <ul style="list-style-type: none"> Your mortgage term comes to an end; You transfer the loan to another lender; or Transfer borrowing from one property to another. <p>This is payable either at the end of the mortgage term, or before the end of your mortgage term if you transfer the loan to another lender or another property (known as 'redemption'). You may be charged a separate fee by your solicitor or licensed or qualified conveyancer for their work relating to redemption of the mortgage and discharge of the security.</p>	£200

This is a list of charges which you may have to pay in relation to the administration of your mortgage. We will send you a copy of this with your annual statement each year.

The above costs are not exhaustive and may vary according to the complexity and details of each case. You will have to pay any costs we pay to third parties (e.g associates, solicitors, asset managers, receivers, courts etc.) that we may instruct to recover any money owed to us, or to create or protect our security, or in any other exercise of our legal rights. If we apply any other fee to cover administration costs in relation to your mortgage with us we will give you reasonable notice, stating the amount of the fee, the nature of the works covered by it and the date on which we will add the fee to your mortgage.

These charges are inclusive of VAT where applicable and may be subject to change.

YOUR PROPERTY MAY BE REPOSSESSED IF YOU DO NOT KEEP UP REPAYMENTS ON YOUR MORTGAGE.

