

### Arrears statement

On request, production of an arrears statement in respect of the current year will be free of charge, with a charge of £50 for each previous year.

**\*£50.00**

### Ground rent/service charge demand

For failing to pay ground rent/service charges demanded by your freeholder, we will investigate the claim and if necessary will settle the outstanding amount by debiting your mortgage account. Your mortgage account will also be debited with a fee:

- for the initial investigation and correspondence
- for further investigation and correspondence
- for settlement of the outstanding demand

**£50.00**

**£50.00**

**£100.00**

### Proceedings leading to repossession

For the preparation of schedules and other related documents and giving instructions to our Solicitor. Administration fee

**£155.00**

You will also be responsible for the payment of all legal costs charged by our Solicitor and the court.

### Eviction cancellation fee

To cover the administration costs we incur when cancelling an eviction.

**£250.00**

To cover the administration costs of the agent and locksmiths attending the property.

**\*£52.88**

### Possession fee

To cover administration work involved in securing possession of your property.

**£400.00**

### Possession sales

Administration fee for progressing a sale.

**£100.00**

If we have to take possession of your property and sell it to recover all or some of the money you owe us, you will be liable for all the costs involved, including any legal and estate agent fees.

### Auction entry fee

This is the charge by the auction house for placing the property for sale at auction.

**\*£293.75**

Depending on the terms and conditions of the mortgage you have chosen, there may be an Early Repayment Charge payable on repayment in full or if you decide to make an Early Repayment of Capital. Any Early Repayment Charge payable will be set out in your Mortgage Offer.

### Early repayment charge

# A range to choose from . . .

**Mortgages** • **Savings** • **Insurance**  
**Investments** • **Financial planning**

## Contact us

**Call us on 0845 607 6612**

We're here Monday-Thursday 8am-8pm, Friday 8am-6pm, Saturday 9am-5pm.

**Visit [www.thechelsea.co.uk](http://www.thechelsea.co.uk)**

For more information on our products visit our website.

**Visit [www.chelseacares.co.uk](http://www.chelseacares.co.uk)**

To read our latest Corporate Responsibility report and find out how we plan to make a real difference at Chelsea.

### Your home may be repossessed if you do not keep up repayments on your mortgage.

Loans only available to persons aged 18 years or over.

All mortgages are subject to status and valuation.

Calls may be recorded and/or monitored for security, training and customer service purposes.

We reserve the right to review these administration charges from time to time to ensure that they are appropriate in relation to the work involved. If we introduce any subsequent service the fee charged will be that relating to the administration work involved.



This leaflet is also available in large print, Braille or as an audio tape. Please ask at any of our branches or telephone us on **0845 607 6612**.

**Chelsea Building Society**  
Thirlestaine Hall  
Thirlestaine Road  
Cheltenham  
Gloucestershire GL53 7AL



# Mortgage account charges

From 1 May 2008



[www.thechelsea.co.uk](http://www.thechelsea.co.uk)

**Mortgages** Savings Insurance

\*In these cases the fee charged is subject to VAT (Value Added Tax) which has been included in the charge.

**Our charges are based upon the work and time involved and we feel they are fair and reasonable. If you have any further queries, please contact us.**

**If you ask us to provide a document or service in connection with your mortgage, whether to you or anyone else, the charge which we will make will be as set out below:**

**Telegraphic transfer £35.00**

This is charged when we transmit any monies by telegraphic transfer.

**Duplicate statements \*£30.00**

Every January an annual account statement will be issued to you free of charge. However, a fee will be charged to cover the cost of issuing a replacement statement.

**Certificate of loan interest £30.00**

Certificate of interest paid for each previous year to support claims for tax relief.

**Proof of insurance premiums paid**

- Current and previous year only **£15.00**
- Current and preceding years up to 5 years **£30.00**

Where we are required to calculate or confirm details of your insurance premiums previously debited to your mortgage account eg in cases of dual insurance.

**Letting your property £120.00**

For considering your request to let your property.

**List of payments requested and received \*£25.00**

For supplying a list of payments requested and received by us within any 12 month period.

**Mortgage reference \*£100.00**

For supplying specific information about the conduct of your mortgage and current level of your mortgage.

**Mortgage questionnaire \*£100.00**

For supplying a response to a mortgage questionnaire from another lender.

**Additional advance fee £195.00**

For considering and processing an additional advance application. The fee is inclusive of all our standard administrative requirements and will be debited to your account when the funds are released to you. Alternatively, and at your request, the fee can be deducted from the additional advance funds. Any other associated legal costs will be your responsibility.

**Ownership of your property/ liabilities under your mortgage £160.00**

For considering and processing a transfer relating to the addition of a new customer or removal and/or substitution of a customer.

**Valuation fee (after completion) \*£76.75**

If it is necessary to revalue the mortgaged property. The minimum fee is quoted. However, you will be notified in advance of the exact charge. The total fee is passed directly to the valuer.

**Release of part security £150.00**

For considering the release of part of your property currently in mortgage to us.

**Amendment to the agreed expiry date of your mortgage £50.00**

For considering and processing the amendment to the agreed expiry date of your mortgage.

**Conversion of mortgage account £75.00**

For conversion of your mortgage repayment type or interest capitalisation frequency, and for dealing with any life assurance or insurance company associated with the conversion.

**Refund of overpayment £18.00**

For refunding an overpayment made to your mortgage due to bank/building society error (in which case the sender will pay).

**Redemption statement £25.00**

The first redemption statement in the calendar year will be free. A charge will be made for subsequent statements within the year.

**Discharge fee £175.00**

To cover our administration costs including the closing down of the mortgage account, sealing of any documents and the removal of our charge at H M Land Registry.

**Hypothetical account illustrations £50.00**

For providing details of how your account would vary if payments, the term etc were changed.

**Return of completion funds £100.00**

If completion of the mortgage is delayed for any reason and the advance funds are returned to us by the acting solicitor we will charge £100 for the re-release of funds. This charge will be deducted from the re-released funds and reflects the additional administration work involved.

**Home Information Pack (if required) \*£381.88**

To cover the administration costs of the HIP provider in producing the legally required marketing pack. The fee will be debited to your mortgage account.

**If you fail to perform an obligation under your mortgage, or because of some event we incur a cost in safeguarding our position as lender, the charge which we will make will be limited as set out below:**

**Unpaid buildings insurance premiums £25.00**

Where we are advised of non-payment of a buildings insurance premium and make that payment on your behalf.

**Mortgage default charges**

If you fall behind with your mortgage payments we may require you to pay certain charges. Our policy is to help you if you encounter difficulties and if this happens, you should contact us straight away. We will not apply any charge to your mortgage without first telling you. These are the circumstances for which you may be charged:

- where any payment is 14 days overdue without our agreement and every 14 days thereafter that it remains outstanding **£35.00**
- where you break an arrangement with us **£35.00**
- where a cheque paid to your mortgage is returned unpaid **£35.00**
- where a direct debit is claimed and is returned unpaid **£35.00**
- where it is necessary to collect a payment from you **\*£41.12**
- administration fee for arranging a counselling visit **£30.00**
- where you receive a counselling visit **\*£88.13**
- where you refuse, cancel or do not attend a counselling visit that has been arranged **\*£58.75**
- where, under the terms of your mortgage, we withdraw any concessionary rate and/or reclaim your cashback, due to 3 months default in payments **£35.00**