



Arbuthnot Specialist Finance Limited Tariff of Charges – August 2018

We want you to be aware of the circumstances where you may incur a fee or charge during the administration of your mortgage. This Tariff details the current fees and charges, which include VAT where applicable. Unless otherwise stated, any fee or charges incurred will be payable on redemption of your mortgage.

We reserve the right to amend the fees and charges in this Tariff to reflect changes in operating costs and business processes. The most recent version will be found on our website.

Administration Fees

Part Release of Security **£130.00 plus any Valuation Cost**

This fee is for dealing with the administration when a request is made to sell part of your property. Our consent is required for any part release of the security. Payment is required at the time of request, and you may also incur Solicitor costs if they are instructed to act for us.

Redemption and Discharge of Security **£340.00**

This fee is for dealing with the administration and legal process of redeeming the loan and arranging for the release of the charge registered over the security address. You may also incur Solicitor costs if they are instructed to act for us.

Redemption Statement and Administration Fee **£80.00**

This fee is charged when you, or an authorised third party acting on your behalf, requests a statement to show the total amount required to pay off your loan and covers the administration costs involved in preparing and issuing the statement.

Statement of Account **£50.00**

This fee is charged when you, request an ad-hoc statement, a month-by-month breakdown of your loan payments or a month-by-month breakdown of your loan payments including arrears. Payment is required at the time of request.

Lender Reference Request **£50.00**

This fee is charged when we are asked by an authorised third party to provide information regarding the conduct of your mortgage account. Payment is required at the time of request.

Service Charge/Unpaid Ground Rent **£80.00**

This fee is charged if you have a leasehold property and notification is received that there is unpaid ground rent and/or service charges. If the ground rent or service charges remain unpaid we may decide to pay them and debit them from your mortgage account.

Transfer of Equity/Title	£80.00
This fee is charged to cover the processing costs when we consider a request to add or remove a person to/from the title. You may also incur Solicitor costs if they are instructed to act for us. Payment is required at the time of request.	
Change to Property Title	£100.00
This fee is charged when you submit a request to change the property title or security, e.g. deeds of postponement, deeds of grant, deeds of variation, deeds of substitution or deeds of easement. Solicitor costs may also be payable. Payment is required at the time of request..	
Tenancy Agreement/Tenancy Renewal	£100.00
This fee is charged when a request is made for us to consent or renew a tenancy agreement. Solicitor costs may also be payable. Payment of the fee is required at the time of application.	
Unpaid/Cancelled Buildings Insurance	£70.00
This fee is charged when we receive notification that you have not paid your Buildings Insurance Premium. We will add the fee together with any unpaid premium to your mortgage account.	
Telegraphic transfer fee	£30.00
This fee is charged when we transfer funds to you on completion.	
Re-Inspection/Re-Valuation of Security	Variable
This fee is charged when a re-inspection or a re-valuation of your property is required. Payment is required prior to instruction of the Valuer.	

Arrears and Legal Proceedings

Arrears Litigation Management Fee	£250 per hour
This fee is charged should your mortgage account fall into arrears, run over term (without an agreed extension) or any enforcement action be contemplated or taken.	
Third Party Charges	Variable
In addition to the above, you will be required to pay all third party costs when a property has been taken into possession, these will include securing the property, clearing it and marketing it for sale etc.	
Solicitors costs	Variable
Where solicitors are instructed you will be responsible for paying all costs and disbursements. The amount of costs and disbursements will depend on the time spent and costs incurred.	
Other fees or charges	Variable
There may be other fees or charges incurred during the course of administering your mortgage account, in addition to the fees detailed in this Tariff of Charges. Where other fees or charges apply, we will give you notice within a reasonable time, including the nature of the work and amount of fee or charge payable.	