



Loan/Financing Service Request Form

Please mail the completed form to **MAYBANK**, Retail Credit Documentation & Admin – Implementation & Support (RCDA – IS), Maybank Centre, No. 1, Ang Mo Kio Street 64, Singapore (569083).

For enquiries, please call your lending branch or **1800-MAYBANK** (1800-629 2265).

Customer Details

Full Name as in NRIC/ Passport Mr Ms Mdm Mrs Dr _____

NRIC/ Passport No. _____

Full Name as in NRIC/ Passport Mr Ms Mdm Mrs Dr _____

NRIC/ Passport No. _____

Loan/Financing Details

Loan/Financing Type Commercial and Industrial Property Financing Education Loan HDB Home Loan
 Renovation Loan Private Residential Home Loan/Financing Others _____

Loan/Financing Account No. _____

Request Details

Note: Fees and charges apply. For more details on the prevailing fees and charges, call 1800-MAYBANK (1800-629 2265), or visit www.maybank2u.com.sg or any of our 22 Branches.

1. Prepayment/Full Redemption

A prepayment or redemption fees/charges is applicable where expressed in the relevant letter of offer or any other documents.

A. Partial Prepayment

Prepay loan/financing for S\$ _____ giving the Bank

_____ months' notice, **or** on _____ (DD/MM/YYYY)

Maintain same instalment upon prepayment **or** Maintain same loan/financing tenure upon prepayment

B. Full Redemption

_____ months' notice, **or** on _____ (DD/MM/YYYY)

Reason for redemption:

- Sale of property.
 Refinancing, to _____ bank (optional).
 Others, please specify: _____.

Mode of payment is via:

CPF for the amount of S\$ _____

Cash / Cheque / Debit from account no. _____ for the amount of S\$ _____

Notes:

- The Bank will appoint from its list of panel law firm to act in the event of full redemption. Any legal fees incurred shall be fully borne by the customer.
- For mortgage loan customers, who are currently servicing their monthly instalments via CPF, please arrange with CPF Board directly to revise the sum of CPF monies in the event that the prepayment results in a change of monthly instalment.
- Please arrange for CPF payment to be effected at least 3 working days prior to actual prepayment / redemption date to avoid any late charges being incurred (including breakage fee for SIBOR-pegged mortgage loan).
- If the customer is making a full discharge of Bank's interest on the property upon loan redemption, he/ she will need to make arrangements for fire insurance coverage (if required) on the property as the Bank is no longer obliged to ensure that the fire insurance on the property is in force. For insurance coverage obtained from ETIQA Insurance Berhad, please contact them via email at assets@etiqa.com.sg to continue/cancel the fire insurance on the property, **after completion date**.

2. Change in Loan/Financing Tenure / Monthly Instalment

Increase / Reduce in loan/financing tenure from _____ to _____

Increase / Reduce in monthly instalment from S\$ _____ to S\$ _____

3. Approval to Rent Out Property

Name(s) of Tenant(s) _____

Expected Monthly Rental S\$ _____ Lease Term _____ (years/months)

Note: Please submit a copy of tenancy agreement of above arrangement.

4. **Change of designated Savings/Current Account for monthly instalment servicing purposes**
 From A/C No.: _____ to A/C No.: _____

Note: This will include all instalments, interest/profit, fees, other charges and expenses payable (such as fire insurance premium deduction).

5. **Other Additional Request(s) / Comment(s)** (if applicable)

Declaration

By submitting this application,
 I/ we, the customer hereby: -

1. agree that the approval of this application is subject to the Bank's discretion and that the Bank reserves the right to decline this application without giving any reason, subject always to the letter of offer.
2. agree to the terms and condition herein and agree to pay any fees/charges/costs incurred by the Bank or by any third party appointed by the Bank with our consent in relation to this request.
3. warrant that all information and documents provided by me/us are true and accurate and I/we have not willfully withheld any material facts.
4. authorize the Bank to conduct credit checks and to obtain and/ or verify any information about me/ us from/with any source as the Bank may deem fit.
5. understand that all documents submitted are not returnable and agree to provide any additional information and supporting documents from time to time as may be required by the Bank.
6. acknowledge that if my/our request on change of security is approved by the Bank, there may be a time lapse in the discharge of the existing security charged to the Bank for any reason whatsoever and I/we agree that the Bank shall not be liable for any losses, damages, costs and charges that may be incurred by me/us as a result thereof.

 Signature of Main Applicant / Date:
 Name :

 Signature of Joint Applicant / Date:
 Name:

Note: Signature(s) must be the same as per the Bank's records.

For Bank's Use Only

Remarks:

Signature verified by _____ Branch/Unit _____ Date _____