



Australian Government



Discharge / Release Authority form

Use this form to request to discharge or release security for your RIC (Regional Investment Corporation) loan.

Return signed and completed form and supporting documents by either:

- uploading it with a Variation Request at ric.gov.au/variation
- emailing to **info@ric.gov.au**
- mailing to **RIC (Regional Investment Corporation)
PO Box 653
Orange NSW 2800**

Customer details

Borrower Name (as per Letter of Offer)

Email

Phone number

Loan account number

Reason for discharge / release

- Sale
- Release only
- Loan has been repaid
- Substitute security is being offered
- Transfer of ownership
- Refinance – Provide the reason for refinance

Other – Provide details

Security to be discharged / released

Tick one only

All security held

Security as listed below e.g. Asset / guarantee

1	<input type="text"/>
2	<input type="text"/>
3	<input type="text"/>

Representative Details

Firm name

Email

Phone number

Nominated settlement date

PEXA/Paper

Account information (instructions on loan repayment)

I/We authorise RIC to:

- amend my loan account as follows:

Loan account number

Payout and close

Reduce limit to

Loan account number

Payout and close

Reduce limit to

• attend settlement or arrange for an external solicitor to attend settlement at the proposed place of settlement or such other place as mutually agreed between parties.

• charge the applicable fees for undertaking all activities necessary to satisfy my/our instructions in relation to the discharge of the security detailed above.

• I/we agree that external solicitor costs and/ or government stamp duty and registration fees may also be payable where appropriate.

• act on the instructions and provide all information regarding the provided account(s) to my solicitor/incoming mortgagee (contact details provided).

Customer authority

Note: Must be signed by all parties to the loan account(s) (both borrowers and guarantors).

Borrower(s) declaration

- I/We acknowledge that this fully completed and executed authority must be received by RIC in the following timeframe prior to the settlement date and/or release of security. If RIC does not receive this period of notice, settlement may be delayed:
 - **Sale/Paid in Full:** At least 21 days notice
 - **Refinance:** At least 30 days notice

If signing on behalf of a company or trust

- I/We the directors or trustees declare that we are signing for and on behalf of said company.
- I/We also agree to be liable for any outstanding amount if there has been any error in calculating the settlement amount.

Guarantor(s) declaration

- I/We the directors or trustees declare that we are signing for and on behalf of said company or trust.
- I/We also agree to be liable for any outstanding amount if there has been any error in calculating the settlement amount.

Borrower / Guarantor

Signature Date

Full name

Borrower / Guarantor

Signature Date

Full name

Borrower / Guarantor

Signature Date

Full name

Borrower / Guarantor

Signature Date

Full name

Borrower / Guarantor

Signature Date

Full name

Borrower / Guarantor

Signature Date

Full name

RIC Office use only

- The form been executed in accordance with existing authorities held
- Verification of Identity (VOI) has been completed within the last 2 years

RIC employee initials

Date

and in capacity as Director/Trustee for (if applicable):

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