



Discharge Authority Letter of Instruction – Discharges

Please submit this form at least 15 days before your settlement date.

For help completing this form and for all enquiries relating to fees and charges please visit nab.com.au or call us on 1300 552 688.

Once completed, please submit this form via email to discharge.authority@nab.com.au.

We will contact you or your agent to progress your request.

Please help me...

	Tick	Sections to complete
I have sold my property.....	<input type="checkbox"/>	1, 2, 3, 4, 5
I want to access the purchaser's deposit funds (section 27, VIC only).....	<input type="checkbox"/>	1, 2, 5
I am refinancing my loan from NAB to another finance provider.....	<input type="checkbox"/>	1, 2, 3, 4, 5
I want NAB to release one or more titles for my property.....	<input type="checkbox"/>	1, 2, 3, 5
I want NAB to release the family guarantee on my loan.....	<input type="checkbox"/>	1, 2, 3, 5
I have sold my property and purchased another and they are settling on the same day.....	<input type="checkbox"/>	1, 2, 3, 4, 5

1. My contact details are...

Name Telephone

Email

Address

2. Property and security details...

Settlement Date dd/mm/yyyy

Address of Property 1 Sold* Purchased* Refinancing
Sale price: \$

Address of Property 2 Sold* Purchased* Refinancing
Sale price: \$

*Please include a copy of the contract of sale

Branch for collection of title Title details

If refinancing please complete the below:

Name of other financial institution Reference number of other financial institution

3. Account numbers and instructions...

BSB	Account Number	Payout & close	Retain	Debit fees	Apply surplus/shortfall	Reduce limit to
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ <input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ <input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ <input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ <input type="text"/>

I wish to payout and close my entire Portfolio Facility

continued over

4. I am represented by...

I am acting on my own behalf [now go to 5](#)

I am represented by my solicitor, conveyancer, or broker

Name of Organisation

Contact Name

Contact Number

Fax Number

Email Address

5. Authorisation...

I/we:

- authorise National Australia Bank Limited ABN 12 004 044 937 ("NAB") to surrender the above detailed security, to the representatives detailed above, in exchange for the settlement amount requested by NAB;
- authorise NAB to provide the Legal Representative or Financial Institution above (or their legally appointed representatives, if applicable) with any information or documentation they require about this account and security in order to effect settlement;
- agree to pay all fees and debts associated with the release of the security(ies) mentioned above (where funds allow, fees will be sourced directly from either the loan account and will appear on your statement, or from the proceeds of the settlement).
- agree that, at Midday AEST on the business day before the preferred settlement date, NAB can cancel the right to redraw, the credit limit or any sub account limit for any account which is to be closed and, if specified, any associated portfolio limit.

Customer 1

Full Name

Signature

Date

Customer 2

Full Name

Signature

Date