

A STEP BY STEP GUIDE TO REMORTGAGING YOUR HOME

1

We receive your instructions to act and you inform your new lender that we are acting on your behalf

2

We write to you with our client care letter and questionnaire which contains queries regarding you, the property, your current mortgage and your new mortgage



7

We may need to submit full searches on the property or (depending on your lender) or we may only need to obtain a search indemnity policy to cover this.



12

On the day of completion, we draw down the new lenders mortgage advance and pay off your existing mortgage. After paying our fees and disbursements, we release any surplus to you.

13

We then deal with the registration formalities at the Land Registry by removing your existing mortgage charge from the title of the property and adding your new charge to the same

14

We provide you and your new lender with the up to date title of the property showing the old mortgage charge removed and the new added.

3

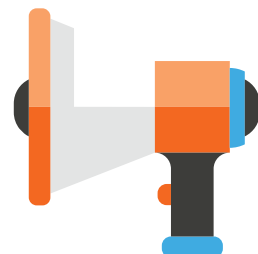
You return our client care letter, questionnaire, ID and any search fees which may be part of your new lenders requirements

4

We request an illustrative redemption statement from your current lender.

5

Your new mortgage offer is issued to you and separately to us at the same time.



8

Upon receipt of the search results, we will need to report any adverse entries to your lender and also inform you of the same

9

Once we have confirmation from your new lender that they are happy with our report on the title to the property, we can set the file up for completion

6

We review the mortgage offer conditions and the title of the property. Depending on your lender and your property, we may request further details from you

10

We submit our Certificate of Title (COT) to the new lender and request a final redemption statement from your existing lender.

11

We send you a completion statement and bill on or before the completion of the remortgage



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