

# Request Form

## ATTENTION: LOAN SERVICING

**Loan Number**  **Portion(s)**

**Date**  **Phone (99)99999999**  **Fax (99)99999999**  **Email**

**Borrower(s) Full Name**

## PLEASE TICK THE APPROPRIATE BOX

**Change Direct Debit Frequency:**  
to  Weekly  Fortnightly  Monthly commencing on:

**Request Additional /Fixed Total Repayment Amount:**  
Amend Direct Debit payment by/to \$  commencing on:

**Request One-Off Direct Debit :**  
for \$  Reason: Arrears / Lump - sum on the:

**Change to Inward Direct Credit:**  
A Direct Credit Advice Form has been provided to your Remitter ( e.g. Paymaster) and they have confirmed the commencement date.  
**Suspend direct debit(s)** on portion A / B / C / L / after final direct debit date :

**Request Internal Portion Transfer:**  
Debit the payments for Portion  from Portion   
Debit the payments for Portion  from Portion   
Please note this is available for split loans only and where the borrower is also paying the Inward Direct Credit.

**Request for payout figure:**  
I would like to request a payout figure for Loan Number:  Portion(s):   
Please note that Deferred Establishment Fees and/or Fixed Rate Economic Costs may apply.

**Request change of:** **Postal Address:**  **Residential Address:**  **Both:**   
Street Address  Suburb  State  Post Code   
Please note that you can also change your postal address on the Internet

**Request Original Loan Statement(s) to be posted to the borrower:**  
For portion(s)  for period from:  to   
Note that a fee will apply to the loan.

## DECLARATION

**Name in Print**  **Signature**  **Date**

**Name in Print**  **Signature**  **Date**

Return Request Form via Fax: 07 3371 3950 or Mail to P O Box 561, Toowong Qld 4066