

Schedule of title deeds.

Account number			
Name and address of conveyancer		Full name(s) of borrower(s)	
Date		Full address of property	
Conveyancer's ref			

PLEASE NOTE

1. No covering letter is required.
2. Suffolk Building Society will NOT compare or check the contents of this packet of documents with the documents listed on the Schedule.
3. No receipt will be given.
4. Following dematerialisation of Charge Certificates, we want you to send us the following documents ONLY, after registration:

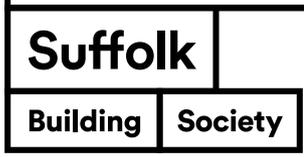
Tick if enclosed	Document		Tick if enclosed	Document	
<input type="checkbox"/>		Title information document	<input type="checkbox"/>		Copy share certificate
And where applicable:					
<input type="checkbox"/>		Original licence to assign	<input type="checkbox"/>		Copy nhbc certificate or equivalent
<input type="checkbox"/>		Original receipted notice served on the freeholder	<input type="checkbox"/>		Original shared ownership - housing association form of approval and undertaking
<input type="checkbox"/>		Original consent to mortgage form(s)	<input type="checkbox"/>		Original consent to additional borrowing
<input type="checkbox"/>		Original deed of guarantee	<input type="checkbox"/>		Copy commonhold statement
<input type="checkbox"/>		Copy assured shorthold tenancy agreement	<input type="checkbox"/>		Copy defective title policy
<input type="checkbox"/>		Copy section 106 agreement (if applicable)			
<input type="checkbox"/>		Original statutory declaration			

PLEASE NOTE

- Do not send any additional documents
- We do not require the Legal Charge, which should be retained by the Land Registry. If you have had it returned by the Land Registry, please arrange with them to retain it.

PLEASE SIGN AS AN UNDERTAKING IN RESPECT OF THE ENCLOSED DOCUMENTS.

Signature		Name (please print)	
Position in firm		Date	



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