

# A guide to our fees

Within this leaflet we have set out the fees and some of the other charges that you may incur during the period you have your account with us.

## Change in circumstances

<b>Transfer of Equity</b>	Adding or removing a name on your account. The fee covers dealing with the necessary documentation and correspondence with your solicitor.	<b>£100 Applies to 1st charge mortgages only</b>
<b>Loan Conversion</b>	Converting your account from its current status to either interest only, capital repayment or part and part.	<b>£100 Applies to 1st charge mortgages only</b>
<b>Term Change</b>	Amending the term of your account.	<b>£100 Applies to 1st charge mortgages only</b>
<b>Letting your Property</b>	Assessing your application to let a property.	<b>£100</b>
<b>Part Release of Land</b>	Administration fee charged for agreeing for you to release part of the land that was included in the original security. It includes the cost of assessing the proposal as well as sealing the deed which discharges the land to be sold.	<b>£100 + £117.50 inc. VAT for solicitors</b>

You may also need to pay our solicitor's fees and your own solicitor's fees (which may include indemnity insurance and other disbursements). All changes to your account are subject to our acceptance, which might be conditional; any indication as to acceptability of a proposed change or the timescales for the change is indicative only and must not be relied upon.

## General administration

<b>Unpaid Cheque</b>	To cover our costs and bank charges when a cheque is returned unpaid by your bank.	<b>£25</b>
<b>Unpaid Direct Debit</b>	To cover our costs and bank charges when a Direct debit is returned unpaid by your bank.	<b>£25</b>
<b>Deeds Production</b>	Producing your deeds for examination. Including retrieving your Deeds from a secure storage facility, examination and transportation.	<b>£48 inc. VAT</b>
<b>Consent to a Subsequent Charge</b>	Agreeing to the registration of a subsequent charge.	<b>£66.38 inc. VAT</b>
<b>Mortgage conduct/Questionnaire</b>	Providing information to another lender.	<b>Mortgage Conduct £60 inc. VAT Mortgage Questionnaire £76.60 inc. VAT</b>
<b>Deed of Easement</b>	Assessing and agreeing to right of way.	<b>£100 Applies to 1st charge mortgages only</b>
<b>Deed of Postponement</b>	Postponing our charge in favour of a prior lender.	<b>£100 Applies to 2nd charge mortgages only</b>
<b>Copy of Valuation</b>	Providing a copy of the original valuation report.	<b>£10</b>
<b>Ground Rent/Service Charge</b>	Paying a landlord's demand for unpaid ground rent and/or service charge on your behalf.	<b>£65</b>
<b>Duplicate Account Statement</b>	Covering the cost of providing a duplicate account statement.	<b>£10</b>
<b>BMA Unpaid property tax</b>	Maintenance and service fee to cover landlord's demand for unpaid costs.	<b>£65</b>
<b>Data Subject Access Request</b>	The amount chargeable for providing you with a copy of all the personal data we hold about you. Please note that this fee is per person.	<b>£10</b>
<b>Trace fee</b>	Administration fee charged to cover the cost of trying to trace you if you have changed address without telling us.	<b>£50</b>
<b>Valuation Fee</b>	This applies if an assessment is required on your property. The amount charged depends on whether a brief or full assessment is required.	<b>Brief Assessment £65 Full Assessment £100</b>

## Accounts in arrears

<b>Monthly Arrears Administration Fee</b>	Monthly fee charged whilst your account is in arrears to cover additional administration and costs to manage accounts in arrears. This fee will be waived if you have an arrangement to pay in place that is performing.	<b>£40 Applies to 1st and 2nd charge mortgages only</b>
<b>Issue of Default Notice (England, Wales, Northern Ireland)</b>	Prepare and send Default Notices to all parties on the account.	<b>£30 per account</b>
<b>Issue of Default Notice (Scotland)</b>	Prepare and send Default Notices to all parties on the account.	<b>Recharge of Solicitors Costs</b>
<b>Field Agent Fee</b>	Visit undertaken to establish your financial situation when your account is in arrears and we have been unable to make contact.	<b>£60 inc. VAT for refusal/no contact or cancellation after 10 working days of informing customer (this is the maximum fee you could be charged) £90 inc. VAT for full report (this is the maximum fee you could be charged)</b>
<b>Repossession Solicitors Fee</b>	We will instruct solicitors to obtain possession through the courts. The costs of these services will be passed on to the defaulting borrower. The costs will vary depending on jurisdiction and the amount of work involved.	<b>£variable</b>
<b>Repossession Court Fee</b>	Court fees will be due as part of the repossession process and these will be passed onto the defaulting borrower.	<b>£variable</b>
<b>Repossession Fee</b>	Administration fee charged if your property is repossessed.	<b>£400</b>
<b>Repossession Fee - other costs</b>	In the event that actual possession is obtained, various other charges will be incurred, including the costs of looking after the property and making it safe.	<b>£variable</b>
<b>Calling in Notice Charge</b>	To prepare and send calling in notices to all parties to the loan.	<b>£25</b>

## Mortgage exit administration fees

<b>Administration Fee &amp; Deeds Supply Fee – England, Wales &amp; Northern Ireland FN 1st Charge loans completed by 3rd June 2004</b>	Charged for work completed to process the final payment of your loan and discharge our security at the land registry.	<b>£125</b>
<b>Discharge Cost – England, Wales &amp; Northern Ireland IG &amp; GEMHL 1st &amp; 2nd Charge loans FN 1st Charge loans offered from 4th June 2004 FN 2nd Charge loans</b>	Charged for work completed to process the final payment of your loan and discharge our security at the land registry.	<b>£150</b>
<b>Discharge Cost / Redemption Fee – Scotland IG, FN &amp; GEMHL 1st &amp; 2nd Charge loans</b>	Charged for work completed to process the final payment of your loan and discharge our security at the land registry.	<b>£235 (this is the maximum fee you could be charged)</b>

You may also need to pay our solicitor's fees and your own solicitor's fees (which may include indemnity insurance and other disbursements). We will endeavour to explore all opportunities to resolve an arrears situation, but in the event action has to be taken to repossess a mortgaged property the relevant charges will be incurred in addition to any of the other fees in the document that apply.

There may be other charges, solicitors or other costs in addition to those shown above, which may arise in the event that any arrears are not cleared and further action is taken. You will be responsible for any additional costs we incurred as a result of your account being in arrears or otherwise in default and in relation to us enforcing our security.

### Note

Whilst this schedule records our current scale of fees and charges in operation from 15 August 2011, all of the items are subject to review by us and may be amended. We will only increase our fee if there is an increase in the costs that we incur associated with that fee. Accordingly, our Customer Services department should be contacted for up to date information on fees. Our charges for services not referred to in this document will be advised at the time the service is offered. All charges include VAT where appropriate. Where we are charged VAT by third parties, we will pass this cost on to you. The current rate is 20%.

GE Money is a trading style of GE Money Home Lending Limited, GE Money Secured Loans Limited, GE Money Servicing Limited, GE Money Consumer Lending Limited and GE Money Home Finance Limited all having their registered offices at Building 4, Hatters Lane, Croxley Green Business Park, Watford, Hertfordshire WD18 8YF.

**YOUR HOME MAY BE REPOSSESSED IF YOU DO NOT KEEP UP WITH REPAYMENTS ON A MORTGAGE OR ANY OTHER DEBTS SECURED ON IT**

If you would like this or any of our other documents supplied in an alternative format such as large print, please send it back to us with your request and we will be pleased to help.