

Important Notes for Redemption of Property (v092017)

1. Notification of redemption:

You shall give notice of redemption to United Overseas Bank Limited “Bank” via **Form 1RDM - Notice of Redemption**. Please be informed that any subsequent change or extension by you in the completion date within the notice period (which is taken as three (3) months from the date of the notice of redemption) will be subject to a processing charge of SGD300.00 per change (applicable for Retail Borrowers). The processing charges will be included in the redemption statement and is payable by way of a cashier’s order drawn on a bank in Singapore and made payable to “UOB”. Should the request for extension of the completion date be beyond the expiry date of the notice period, there will be no processing charge but you are to serve a FRESH three (3) months’ written notice of which accrued interest and/or interest in-lieu of notice will be charged for the second notice period.

2. Conduct title search:

You will conduct a title search on the Mortgaged Property(s) / Charged Property(s) immediately upon receipt of our instructions and upon your receipt of results of the title search, report to us immediately all the mortgages and charges registered in our favour over the Mortgaged Property(s) / Charged Property(s) and all the caveats lodged by us over the Mortgaged Property(s) / Charged Property(s). Your confirmation of the particulars on the mortgage /charge /caveat no(s). with the corresponding Borrower(s) as reflected from the results of such title search must be furnished to us via **Form 2RDM – Discharge Document(s) for Bank’s Execution**.

3. Computation of Interest

(1) Where redemption sum is to be paid via cashier’s order (to be received by 10:00 am on the next business day after completion date).

- (a) If the redemption takes place on or before the three (3) months’ notice expiry date:
 - (i) accrued interest will be computed from redemption notice date to the completion date,
 - (ii) in addition, interest in lieu of notice will be computed from the day after completion date to the three (3) months’ notice expiry date.
- (b) If the redemption takes place after three (3) months’ notice expiry date:
 - (i) accrued interest will be computed from redemption notice date to the completion date,
 - (ii) there will be no interest-in-lieu of notice.

(2) Where redemption sum is to be paid via debiting from customer’s UOB current/savings account on the completion date.

- (a) If the redemption takes place on or before the three (3) months’ notice expiry date:
 - (i) accrued interest will be computed from redemption notice date to the day before the completion date,
 - (ii) in addition, interest in lieu of notice will be computed from completion date to the 3 months’ notice expiry date.
- (b) If the redemption takes place after the three (3) months’ notice expiry date:
 - (i) accrued interest will be computed from redemption notice date to the day before the completion date,
 - (ii) there will be no interest-in-lieu of notice.

Note:

Borrower’s original letter of authorization to authorize the debiting of the Borrower’s account must be received by the Bank at least two (2) Singapore working days before the actual completion date and signed in accordance with the Bank’s specimen signature record. You are to confirm with the Bank on the aforesaid arrangement nearer the date of redemption.

4. Preliminary redemption statement:

A preliminary redemption statement will be forwarded to you after the Bank's receipt of the title search and **Form 2RDM – Discharge Document(s) for Bank's Execution**. You may expect to receive the preliminary redemption statement at least three weeks prior to the date of redemption.

5. Final redemption statement:

The Bank will fax you the final redemption statement by 10.30am on the actual day of redemption. You shall always reconfirm the redemption amount on the morning of the actual date of redemption.

6. Additional statement request:

The Bank will only provide you with one (1) preliminary redemption statement and one (1) final redemption statement. The redemption amount is subject to no movement in the account and no change in interest rates. Additional statement(s) request (with no change in completion date) will be subject to a processing charge of S\$100 per request (applicable for Retail Borrowers). This processing charge will be included in the redemption statement and payable by way of a cashier's order drawn on a bank in Singapore and made payable to "UOB".

7. Submission and execution of discharge document(s):

- (a) We require at least ten (10) Singapore working days for the discharge document(s) to be submitted to the Bank for execution via **Form 2RDM – Discharge Document(s) for Bank's Execution**.
- (b) Where the discharge document(s) is/are to be digitally executed by the Bank through SLA's Singapore Titles Automated Registration System ("STARS") eLodgment, you will:-
 - (i) prepare the applicable discharge document(s) in the STARS eLodgment;
 - (ii) grant access to the Bank and do all acts in order to grant such access to the Bank in order for the Bank to be able to digitally sign such discharge document(s) online through the STARS eLodgment; and
 - (iii) submit hard copies of the aforesaid discharge document(s) to the Bank.
- (c) For the purposes of this document, "**SLA**" refers to Singapore Land Authority.

8. Collection/Release of Documents and E-lodgment of the discharge document(s)

- (a) Where the discharge document(s) are not to be digitally executed by the Bank through SLA's STARS eLodgment, such discharge document(s) will be ready for your collection at our office five (5) Singapore working days prior to the completion date.
- (b) Where the discharge document(s) are to be digitally executed by the Bank through SLA's STARS eLodgment, the Bank shall execute the applicable discharge document(s) in the capacity of Mortgagee Bank on the SLA's STAR eLodgment.
- (c) You shall ensure you will:-
 - (i) not release the original(s) / copy(ies) of the discharge document(s) and the original title deed(s) to the Mortgaged Property(s)/ Charged Property(s) and all the other original documents that was provided to you by our Security Document Control Department; and
 - (ii) where any of the discharge document(s) is digitally signed by the Bank through the SLA's STAR eLodgment, not digitally certify the correctness of and not e-lodge the digitally signed discharge document(s) in connection with the Mortgaged Property(s) Charged Property(s),

until all the confirmed redemption amount has been received by you in full on the Bank's behalf.

9. Mode of payment of redemption amount:

You will inform the Bank on the mode of payment via **Form 3RDM – Payment for Redemption of Property**. The amount payable for redemption shall, unless otherwise instructed, be payable by way of cashier's order(s) drawn on a bank in Singapore and made payable to "**UOB for [Name of the Borrower(s)]**". Please ensure that the Borrower(s)' name(s) appearing on all the cashier's order(s) are correct.

10. Time of receipt of cashier's order(s):

The cashier's order(s) for the full redemption amount must be received by the Bank:

- (a) by 10.00 am on the next business day following the date of completion for completion date falling on Monday to Thursday (excluding public holidays); or
- (b) by 11.30 am on Friday for completion date falling on a Friday (excluding public holidays), failing which additional interest will be computed up to the eve of the next business day as no cashier's order(s) will be accepted for clearing on Saturdays and Sundays.

11. Excess Refund:

The Bank will only accept excess redemption funds of up to three (3) months of monthly instalments. The Bank will refund any excess redemption money by cashier's order or by crediting the same into the Borrower(s)' / Mortgagor(s)' account with the Bank as advised by you in **Form 3RDM – Payment for Redemption of Property**.

12. Foreign Currency Loans:

For Foreign Currency Loans, payment is to be made in the currency of the Foreign Currency Loan. Where payment is made in Singapore Dollars, it is subject to exchange rate on the day the payment is received by the Bank.

13. Costs and expenses:

The Borrower(s) and/or the Mortgagor(s)/Chargor(s) shall bear all our costs and expenses incurred or to be incurred in connection with or arising from the redemption, including the payment of all your costs and disbursements. The legal costs for the appointment of solicitors to act for the Bank in the redemption and discharge of the mortgage(s)/charge(s), return of the original title deed(s) shall be solely borne by the Borrower(s) and/or the Mortgagor(s)/Chargor(s).

14. Return of Title Deeds and Other Documents:

(a) For Partial Redemption

In respect of any property which has not been discharged from the mortgage after partial redemption has been completed, you shall promptly return to us all the original title deeds relating to the said property together with all the other original document(s) for our safekeeping using **Form 6 - Safekeeping of Security Document(s)**.

(b) For Aborted Matter

In the event that the redemption is aborted, you are to inform the Bank immediately quoting our reference number and to immediately return all the original title deeds together with all the other original documents provided to you by our Security Document Control Department. All discharge documents (if already executed by the Bank and collected by you) must also be returned to the Bank immediately for destruction.

15. Fire Insurance:

If the property is covered under fire insurance and the Mortgagor(s)/Chargor(s) want(s) to cancel the fire insurance policy after the property is redeemed, please advise the Mortgagor(s)/Chargor(s) to write to the applicable insurer directly to cancel the fire insurance policy.