

## Your Contact Details

Firm Name	<input type="text"/>	Reference (if applicable)	<input type="text"/>
Case Contact Name	<input type="text"/>	Contact Number(s)	<input type="text"/>
Address (postal)	<input type="text"/>	Address (DX)	<input type="text"/>

## Customer Details

Customer Name(s)	<input type="text"/>	Mortgage Account No.	<input type="text"/>
Property Address (including postcode)	<input type="text"/>		

## Statement Request Details

### Please note:

- **we charge our customers a fee (max £20) for every redemption statement produced;**
- **your requested redemption date must be a working day (Monday-Friday, excluding bank holidays);**
- **If you do not have a firm date, you may prefer to contact us to just confirm the current balance outstanding on the account instead. If so please call 0800 783 2367.**

Please provide a statement calculated to           Is this a firm date?

### If it is not a firm date

Please acknowledge that a fee will be charged for every statement produced and that you are still happy for us to proceed

Reason for redemption i.e. re-mortgage / sale / repayment from own funds / other (please specify)

## Request Completed By

Full Name  Date

## Next Steps

### Returning This Form

Please return this form to us by email: [memberservices@teachersbs.co.uk](mailto:memberservices@teachersbs.co.uk)

## How we will send you the statement

We will produce and send the statement to you **by email within 5 working days** of receiving this request.

Please provide your email address:

Email

## Any Questions?

If you have any questions, please contact our Member Services team on 0800 783 2367