



# Tariff of mortgage fees

Effective 1st February 2017



**Bath Building Society**

We're different because you are

**Bath Building Society** is giving you this information so that you will understand the fees that might be charged whilst you are a customer of the Society. These fees may change from time to time, but we will give you at least 30 days' notice of any increase in fees.

# Account Administration Fees

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<b>Insolvency Questionnaire</b>	<b>£150.00</b>
If you are made bankrupt and the Trustee in Bankruptcy requires us to complete this form, we will debit your mortgage account with this fee.	
<b>Returned Cheques / Direct Debits</b>	<b>£15.00</b>
If there are insufficient funds in your account to pay your monthly mortgage payment, it will be returned unpaid by your bank and we will debit your mortgage account with this fee. You will be required to make up the missed payment.	
<b>Funds Release Fee</b>	<b>£25.00</b>
If your mortgage is released in stages, or you take out additional borrowing, we will charge this fee to cover our costs when we release each tranche of funds.	
<b>Change of Term</b>	<b>£100.00</b>
If you want to change the term over which you repay your mortgage, we will need to reassess your circumstances. We will require you to pay this fee when you make your application.	
<b>Change of Repayment Vehicle</b>	<b>£100.00</b>
If you wish to change the way you repay your mortgage (for example from Interest Only to Capital Repayment or vice versa, or to change the way you intend to repay your Interest Only mortgage) we will make an assessment of your circumstances, and we will require you to pay this fee when you make your application. We may agree to waive this fee if you are applying to convert all or part of your mortgage to a Capital Repayment basis.	
<b>Change of Borrower</b>	<b>£125.00</b>
If you want to add a new borrower or remove an existing borrower, we will need to reassess your circumstances. We will require you to pay this fee when you make your application.	
<b>Release of Guarantor(s)</b>	<b>£100.00</b>
If you want to release the guarantor(s) from your mortgage account, we will need to reassess your circumstances. We will require you to pay this fee when you make your application. We may also need to instruct a revaluation of your property for which there will be an additional fee (see page 6).	
<b>Release or Transfer of Collateral Security</b>	<b>£100.00</b>
If you want to release or change the collateral security we hold for your mortgage account, we will need to reassess your circumstances. We will require you to pay this fee when you make your application. We may also need to instruct a revaluation of your property for which there will be an additional fee (see page 6).	
<b>Simultaneous Release of Guarantor(s) and Collateral Security</b>	<b>£150.00</b>
If you want to release the guarantor(s) and the collateral security from your mortgage account simultaneously, we will need to reassess your circumstances. We will require you to pay this fee when you make your application. We may also need to instruct a revaluation of your property for which there will be an additional fee (see page 6).	
<b>Policy Lapse Letter - Insurance or Assigned Policy</b>	<b>£25.00</b>
If we are informed that your endowment policy or buildings insurance policy has lapsed, we will write to inform you of this and that you will need to make alternative arrangements. We will debit your account with this fee.	

<b>Consent to Let Mortgaged Property</b>	<b>£100.00</b>
If you have a Residential mortgage, it is against the conditions of your mortgage to let the property. If your circumstances have changed, we may grant a temporary consent for you to let the property for up to two years. Conditions will apply and your mortgage will remain regulated by the Financial Conduct Authority. You must pay this fee when you make your application.	
<b>Extension to Consent to Let</b>	<b>£50.00</b>
If we have granted a consent to let the property and it has expired, we may consider an extension for a further year, for which we will charge this fee.	
<b>Permanent Conversion of a Residential Mortgage to Buy to Let</b>	<b>£100.00</b>
If you have a Residential mortgage, it is against the conditions of your mortgage to let the property. If your circumstances have changed and you wish to let the property permanently, we may allow you to convert your mortgage to a standard Buy to Let mortgage. Conditions will apply and your mortgage will remain regulated by the Financial Conduct Authority. You must pay this fee when you make your application.	
<b>Consent to Occupy Mortgaged Property</b>	<b>£100.00</b>
If you have a Buy to Let mortgage, it is against the conditions of your mortgage to occupy the property. If your circumstances have changed, we may grant consent for you to occupy the property. Consent will be dependent on a full analysis of your financial situation to ensure that the mortgage is affordable on a residential basis. Conditions will apply and your mortgage will become regulated by the Financial Conduct Authority. You must pay this fee when you make your application.	
<b>Further Advance Admin Fee</b>	<b>£125.00</b>
If you wish to take out additional borrowing through the Society, we will charge this fee to cover our administrative costs. You must pay this fee when you make your application.	
<b>Approval of Lease for the installation of Solar Panels</b>	<b>£100.00</b>
If you wish to install solar panels at the property, you must ask our permission. We will need to approve the lease prior to installation and you must pay this fee when you make your application. We may need to instruct a revaluation of your property for which there will be an additional fee (see page 6).	
<b>Completion of a Lender's or Second Lender's Reference</b>	<b>£60.00</b>
If your new Lender requires information from the Society about your mortgage, we can usually oblige, but we will debit your account with this fee.	
<b>Repayment of Mortgage Account</b>	<b>£100.00</b>
When you redeem your mortgage we will charge this fee to offset the administrative costs.	
<b>Repayment of Further Advance</b>	<b>£50.00</b>
When you redeem your further advance we will charge this fee to offset the administrative costs.	
<b>Part Release of Security</b>	<b>£150.00</b>
If you wish to release the charge on part of the security, we will consider your request on payment of this fee. We may need to instruct a revaluation of your property for which there will be an additional fee (see page 6).	
<b>Deeds Release Fee</b>	<b>£50.00</b>
Whenever your deeds are required, for example at redemption, we will charge this fee to your account.	
<b>Second charge processing fee</b>	<b>£25.00</b>
Your mortgage conditions require that you obtain our agreement if you wish to secure other borrowing against the property. This fee is to cover our costs in considering such a request.	

<b>Duplicate Statement</b>	<b>£10.00</b>
We provide you with an annual statement of your mortgage account free of charge. If you require a further copy, we can provide this but you will be charged this fee per account per statement.	
<b>Duplicate Redemption Statement</b>	<b>£10.00</b>
On request the Society will provide two redemption statements free of charge per calendar year. We will charge this fee for all subsequent redemption statement requests within the calendar year.	
<b>Data Protection Access Request</b>	<b>£10.00</b>
You have the right to access your personal data held by the Society. We will usually charge this fee for this service.	
<b>Copy of Title Deeds (or Extracts)</b>	<b>£25.00</b>
If you require a copy of your deeds or extracts from them, we will charge this fee. This fee also applies if you wish to attend our offices to inspect your deeds.	

## Arrears Fees

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<b>Arrears Letter</b>	<b>£25.00</b>
If your mortgage goes into arrears we will write to you to let you know. We do not charge for this first letter but we will charge this fee for any subsequent arrears letters that we have to send to you.	
<b>Instructing Solicitors</b>	<b>£150.00</b>
If your account reaches four months in arrears we will normally instruct a solicitor with regard to possession proceedings and this fee will be debited to your account.	
<b>Solicitors Fees</b>	<b>At cost</b>
Any fees charged by the solicitor in connection with possession proceedings will be debited to your account.	
<b>Arrears administration per hour - Junior Staff</b>	<b>£25.00</b>
<b>Arrears administration per hour - Senior Staff</b>	<b>£50.00</b>
<b>Non-payment of Ground Rent</b>	<b>£50.00</b>
If you have a leasehold property and we are notified that you have not paid your ground rent, we will pay this amount and debit your mortgage account with the amount paid and this fee to cover our administrative expenses.	

## Fees Payable to a Third Party

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Where we are collecting a fee which is payable to a third party, we collect the exact amount from you that we are charged. We are unable to control the level of these fees and they may be subject to change without notice. The amounts below are estimates only; you will be advised of the actual cost of a third party fee before the expense is incurred.

### Revaluation of Property

If we require an up to date valuation of your property, for example where you have requested a Further Advance or for the release of a collateral security, the valuer will charge this fee which you must pay to us before we make the request.

Up to £250,000	£160
£250,001-£500,000	£210
£500,001-£700,000	£360
£700,001-£1,000,000	£460
£1,000,001-£1,200,000	£560
£1,200,001-£1,400,000	£670
£1,400,001-£1,600,000	£785
£1,600,001-£1,800,000	£900
£1,800,001-£2,000,000	£1,010

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### Re-Inspection of Property – Self Build and Renovation projects

Where a re-inspection of the property is required, for example in connection with a stage release on a self-build or renovation project, we will charge this fee to your account.

**£125.00**

This amount may vary depending on the length of time since the original report or which surveyor is undertaking the re-inspection. We will let you know the cost prior to instructing the surveyor.

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### Re-Inspection of Property - Standard

Where a re-inspection of the property is required, for example in connection with the release of a retention, we will charge this fee to your account. This amount may vary depending on the length of time since the original report or which surveyor is undertaking the re-inspection. We will let you know the cost prior to instructing the surveyor.

**£110.00**

If the Society makes a charge for any service outside of this Tariff list you will be advised at the time the service is offered to you.

This Tariff list does not include charges related to taking out a new mortgage. You will be informed of any costs in connection with a new mortgage in the Key Facts Illustration before any charges are made.

We're different  
because you are

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**Web:**  
[www.bathbuildingsociety.co.uk](http://www.bathbuildingsociety.co.uk)

Telephone calls may be recorded to help the Society to maintain high standards of service delivery.

Your home may be repossessed if you do not keep up repayments on your mortgage.

Bath Investment & Building Society is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and Prudential Regulation Authority, Registration Number 206026.



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