



# LIEN DISCHARGE REQUISITION

Tel#: \_\_\_\_\_

Kindly discharge lien on \_\_\_\_\_  
(Description of Collateral)

Name of Owner/Member .....Signature .....

### 1. Customer Detail

Name: \_\_\_\_\_

Account Number: \_\_\_\_\_

### 2. Lien Type

- Mortgage:-  
\_\_\_\_\_
- SIPP (Security Interest in Personal Property):-  
\_\_\_\_\_
- Assignment of Financial Instrument:-  
\_\_\_\_\_
- Hypothecated Account :-  
\_\_\_\_\_

### 3. Justification

- Loan is fully satisfied and member seeks discharge. Statement reflecting nil balance attached.
- Loan is partially satisfied and member seeks discharge. Statement reflecting balance and valuation of remaining collateral are included.
- Alternative collateral is offered. Valuation of new collateral is attached along with documents effecting new lien.
- Collateral is neither necessary nor valuable to the Credit Union.
- Other as described \_\_\_\_\_

<u>Deposits</u>	
Shares Balance	_____
Deposit Balance	_____
Golden Harvest	_____
Fixed Deposit	_____
Accelerator	_____
Other	_____
Other	_____
<u>Loans</u>	
Loan Balance	_____
Loan Balance	_____
Loan Balance	_____

Processing Officer: ..... Dated.....

### Statement of Satisfaction

The undersigned has had sight of the salient documents referred to above and is satisfied that this discharge is warranted.

Approval: Delinquency Officer / Credit Officer..... Dated.....

Process completed and the items ticked (√) below are ready for collection by the member/owner:

- Discharge of Lien Advice     NSIPP Termination Notice     Notice to Insurer     Motor Vehicle Title # \_\_\_\_\_
- Duplicate Certificate of Title: Vol. # \_\_\_\_\_ Folio# \_\_\_\_\_     Policy Contract # \_\_\_\_\_
- Other \_\_\_\_\_

Discharging Officer: ..... Date.....

Documents received by: ..... Date: .....