

# Mortgage Modification Request



## Instructions:

1. Complete the form with your selected amendments. You may make more than one change per form.
2. If you have questions, please call 1-877-462-3788 for assistance.
3. Make sure the form is signed at the bottom by all borrowers and guarantors.
4. Fax your completed and signed form to Macquarie Financial toll free at **1-888-753-5842** or to 416-861-8484.

I/We, as principal borrower(s) and guarantor(s) of this mortgage hereby request the following modification(s):

<b>Name(s):</b>	
<b>Macquarie Mortgage Loan No.:</b>	
<b>Property Address:</b>	

## Your Contact Information

Mailing Address <i>(if different from property address):</i>	Home Phone:
	Work Phone:
	Cell Phone:

## Change Your Payment Frequency – Please select one

<input type="checkbox"/> <b>Weekly</b> on <input type="checkbox"/> Mon <input type="checkbox"/> Tues <input type="checkbox"/> Wed <input type="checkbox"/> Thurs <input type="checkbox"/> Fri Your new payment amount will equal your current monthly payment divided by 4. Your weekly payments will commence on the first occurrence of your selected day after the last payment made	<input type="checkbox"/> <b>Bi-Weekly</b> on <input type="checkbox"/> Mon <input type="checkbox"/> Tues <input type="checkbox"/> Wed <input type="checkbox"/> Thurs <input type="checkbox"/> Fri Your new payment amount will equal your current monthly payment divided by 2. Your bi-weekly payments will commence on the second occurrence of your selected day after the last payment made.	<input type="checkbox"/> <b>Semi-Monthly</b> on the 1 <sup>st</sup> and 15 <sup>th</sup> of each month Your new payment amount will equal your current monthly payment divided by 2. Your semi-monthly payments will commence on the first occurrence of your selected day after the last payment made.	<input type="checkbox"/> <b>Monthly</b> on the _____ (select date) Your first monthly payment will commence on the first occurrence of the date chosen after your last payment made.
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## Increase Your Payment Amount

Increase current payment amount by \_\_\_\_\_ % (maximum 20%) to \$ \_\_\_\_\_ (new payment amount).  
You are allowed to increase your current payment amount by up to 20% of the original registered payment amount, once per calendar year. This privilege may not be carried forward into the next year if it is not used. The increase goes directly towards your principal.

## Use Your Prepayment Privilege

Make a prepayment in the amount of \$ \_\_\_\_\_ (maximum 20% of the original mortgage amount).  
You are allowed to prepay your mortgage up to a total of 20% of the original registered amount per calendar year. This privilege may not be carried forward into the next year if it is not used. The amount must be debited from the same account as your regular mortgage payments. The prepayment will take place on your next regularly scheduled payment. The pre-payment goes directly towards your principal.

## Change the Account for Your Mortgage Payments

I/We authorize Macquarie Financial Ltd. to withdraw payments from this new bank account.  
Please attach a new void cheque and fax to our office along with a signed copy of this form. Many cheques have printed designs on them which can make it difficult for us to correctly read the numbers when it is faxed. To ensure we get the correct information, please write the numbers clearly on the cheque just above or below where they are imprinted. We will only accept cheques where your name and account number are preprinted (not hand written). If you do not have pre-printed cheques, you must go to your bank to obtain a pre-authorized payment form that must be filled in and stamped by the teller.

<b>Authorization</b>	All requested modifications must be authorized by <b>ALL borrowers and guarantors</b> on the mortgage and will be returned unprocessed if incomplete.
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\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(date)

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(date)

Macquarie Financial Ltd. 20 Toronto Street, 10<sup>th</sup> Floor, Toronto, ON M5C 2B8 • Tel: 1 (416) 861 1315 • 1 (877) 462 3788 • Fax: 1 (416) 861 8484

Macquarie Financial Ltd. (MFL) is not an authorized deposit taking institution for the purposes of the Banking Act (Cwth) 1959. MFL's obligations do not represent deposits or other liabilities of Macquarie Bank Limited ABN 46 008 583 542 (MBL). MBL does not guarantee or otherwise provide assurance in respect of the obligations of MFL, unless noted otherwise. MFL is not regulated as a bank or other financial institution or as a holding company thereof.

FORM CODE: mort\_mod\_req\_EN