

IMPORTANT NOTICE

HM Land Registry now advise us when our Charge is registered. This has allowed us, subject to the exceptions mentioned below, to remove the requirement for you to deliver any documents or title deeds to us.

This change applies to the following brands: The One account, Virgin One account and NatWest One account, Amsterdam Place, Norwich.

Full instructions are contained in section 14.2.2 of the CML Handbook (Part 2). However, to summarise, **the only documents you are required to send us (where applicable to the transaction) are:**

- Deed of Consent and Postponement
- Certified Copy Power of Attorney
- Certified Copy of the Statutory Declaration of the non-revocation of General Power of Attorney

Some examples of documents no longer required:

- Original / Copy Title Information Document or any letter confirming completion of the registration process
- Original / Copy of the Legal Charge
- Lease

For any clarification of our requirements, please phone:

- The One account Deeds Team: 0870 400 9628



CERTIFICATE OF TITLE (England & Wales)
All Sections Must Be Completed

To: Completions Team, Virgin One Account Amsterdam Place Amsterdam Way Norwich NR6 6JA Virgin One account customer fax: 08453660498	VIR:	
	The Customer (full names):	
	Property (Full Address & Postcode):	
Title Number:		Price Stated in Transfer:
Completion Date:		Funds Required: <i>(FOR EXISTING CUSTOMERS SEE TRANSFER OF FUNDS GUIDE)</i>
Conveyancer's Firm Name and Full Address & Postcode:	Conveyancer's Reference:	
	Conveyancer's Bank Account Details: Sort Code & Account Number:	
	Date of Instructions:	

We, the conveyancers named above, give the Certificate of Title referred to in IB (3.7) of the SRA Code of Conduct 2011, published by the Law Society, as if the same were set out in full, subject to the limitations contained in it.

Signed on behalf of THE CONVEYANCER:
NAME of Authorised Signatory:
QUALIFICATION of Authorised Signatory:
DATE of Signature:

THIS FORM MUST BE SENT TO US AT LEAST 7 WORKING DAYS PRIOR TO COMPLETION TO ENABLE US TO RELEASE THE FUNDS TO YOU THE DAY PRIOR TO COMPLETION.

Please complete the administrative details requested below.

TITLE (Please indicate with an 'X' one option for Tenure, and one option for Registration category)	
TENURE FREEHOLD LEASEHOLD	REGISTRATION FIRST REGISTRATION SUBSEQUENT REGISTRATION
UNEXPIRED TERM OF LEASE:	YEARS:
BUILDINGS INSURANCE DETAILS – Please mark box provided with an 'X' if the insurance is being provided by the Bank: If the Loan Amount is £2,500,000 or less, please refer to your instruction letter for further guidance. If the Loan Amount is in excess of £2,500,000 please provide details of the insurance arrangements below:	
NAME OF INSURED:	SUM INSURED: £
INSURANCE COMPANY:	RENEWAL DATE:
POLICY NUMBER:	COMMENCEMENT DATE:
INDEMNITY INSURANCE DETAILS (please provide the following information)	
POLICY NUMBER:	COMMENCEMENT DATE:
INDEMNITY INSURANCE DATE:	RENEWAL DATE:
NAME OF INSURED:	SUM INSURED: £