

# Stage release form



Please provide all relevant information in the boxes below:

Mortgage account number:	<input type="text"/>	Name(s):	<input type="text"/>
Security address and postcode:	<input type="text"/>		
Email address:	<input type="text"/>	Contact number:	<input type="text"/>
		Amount required:	<input type="text"/>
Current stage reached in build/works:	<input type="text"/>		
Are you still within the original costings?	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Amount spent on build to date:	<input type="text"/>	Expected build completion date:	<input type="text"/>

Please note, we may need to re-inspect your property prior to releasing the requested funds. If a re-inspection is required, we will be unable to release the funds until a satisfactory re-inspection has taken place, therefore, please submit your request as soon as you can before the funds are required.

Where a re-inspection is not required, we will endeavour to release the funds within 5 working days of your request.

**All funds will be sent to the bank account which your monthly direct debit is collected from.**

Please submit all requests to [underwriting@newbury.co.uk](mailto:underwriting@newbury.co.uk) or by post to Newbury Building Society, 90 Bartholomew Street, Newbury, RG14 5EE.

We comply with the General Data Protection Regulation (GDPR) and any other applicable data protection legislation. Our Privacy Notice sets out the basis on which any personal data we collect from you, or that you provide to us, will be treated. By signing this declaration, you are confirming that you have received a copy of our Privacy Notice. The notice may be updated from time to time. If we are going to use your personal data for any new purposes, we will bring any changes to the Privacy Notice to your attention.

The latest version is available via our website at [www.newbury.co.uk/privacy-notice/](http://www.newbury.co.uk/privacy-notice/), in any of our branches or by calling us on 01635 555700.

Applicant one	<input type="text"/>	SIGNATURE	Date	<input type="text"/>
Applicant two	<input type="text"/>	SIGNATURE	Date	<input type="text"/>

**YOUR MORTGAGE IS SECURED ON YOUR HOME. THINK CAREFULLY BEFORE SECURING OTHER DEBTS AGAINST YOUR HOME. YOUR HOME MAY BE REPOSSESSED IF YOU DO NOT KEEP UP REPAYMENTS ON YOUR MORTGAGE.**

Newbury Building Society is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register number 206077). English Law applies and we will communicate with you in English. We are participants of the Financial Ombudsman Service. We have a complaints procedure which we will provide on request. Most complaints that we cannot resolve can be referred to the Financial Ombudsman Service. 8642