



**A guide to switching your
Buy-to-Let Mortgage
from ICS Mortgages
to another lender**

If you have decided to leave ICS Mortgages and switch to another lender, the process is outlined below.

Before making your final decision, please talk to our customer service team on 0818 542 542, will bring you through our various product and rate options available to you. They will also outline the costs involved in moving your mortgage.

Make sure you have done your research and that the cost of moving will be more beneficial over the full period of the loan.

Here is a summary of what to expect during the switching process



Step 1

You select your new lender. Once your application is successful, you will get a formal loan approval letter from your chosen lender.



Step 2

You need to appoint a solicitor who will look after the legal / conveyancing process for you.



Step 3

Either you or your solicitor needs to contact our Customer Service Team on 0818 542 542 and request a closing redemption statement. This is a statement that will outline the loan amount outstanding and the fees and charges which must be paid so that the loan can be redeemed.

Please note, if you are on a fixed rate mortgage you will be charged a breakage fee if you redeem prior to the end of the fixed rate term.



Step 4

You will need to contact your insurance / Assurance company to arrange to switch the Life and Home cover.



Step 5

Once you have a drawdown date agreed with your new lender, your solicitor will arrange for the ICS Mortgages loan to be paid off in full and switched to your new lender.



Step 6

Once the ICS Mortgages loan is redeemed in full, your solicitor will request the title deeds from us.



Step 7

We will release our charge over the security and your new lender will then be able to register the new charge.

For further information contact our customer service team
on **0818 542 542** or email customerservice@icsmortgages.ie