

HM Land Registry

Application for approval of a standard form of charge deed and allocation of official HM Land Registry reference



Any parts of the form that are not typed should be completed in black ink and in block capitals.

For information on how HM Land Registry processes your personal information, see our [Personal Information Charter](#).

Use **one** form for each charge. You must supply **two** copies of the charge with this application.

	1 Name of applicant:
<p>Insert address(es) including postcode (if any) of the applicant.</p>	<p>2 Address:</p> <p>Reference:</p> <p>Phone no:</p> <p>Email address:</p>
<p>Give full name(s).</p> <p>Complete as appropriate where the lender is a company. Also, for an overseas company, unless an arrangement with HM Land Registry exists, lodge a certified copy of the constitution in English or Welsh, or other evidence permitted by rule 183 of the Land Registration Rules 2003.</p> <p>A lender must give its legal name exactly as registered in Companies House or where the lender is a foreign company within the meaning of the Companies Act 2006 the full legal name as registered in its state of incorporation.</p>	<p>3 Lender for entry in the register:</p> <p><u>For UK incorporated companies/registered societies</u> Companies House or Mutuels Public Register registration number including any prefix and or suffix:</p> <p><u>For overseas companies</u></p> <p>(a) Territory of incorporation:</p> <p>(b) Registered number in England and Wales including the prefix FC or BR as registered at Companies House:</p>
<p>Place 'X' in the box(es) if appropriate.</p> <p>See practice guide 30: approval of mortgage documentation for a definition of a standard restriction.</p>	<p>4 The charge contains a standard restriction in clause:</p> <p>The charge contains an application for entry of an obligation to make further advances in clause:</p>
<p>Each lender may give up to three addresses for service, one of which must be a postal address whether or not in the UK (including the postcode, if any). The others can be any combination of a postal address, a UK DX box number or an email address.</p> <p>Once the charge has been approved, we will only enter the address(es) for service as given on this form on registration of the charge. Any other addresses given on an application to register the approved charge will be ignored. See the undertaking in panel 7.</p>	<p>5 Lender's intended address(es) for service for entry in the register:</p>

Alterations to the approved form of charge that are made in breach of the undertaking may result in incorrect entries being made in the register and the approval being withdrawn.

You will need to apply for re-approval before making any changes to an approved charge or any separately held but incorporated mortgage conditions.

When completed this application should be sent to:

HM Land Registry Head Office:
Commercial Arrangements Section
P.O. Box 2079
Croydon CR90 2NU

or

HM Land Registry Head Office
Commercial Arrangements Section
DX 8888
Croydon 3

Or you can email the application to:
CommercialArrangements@landregistry.gov.uk

6	<p>In respect of the draft charge deed for which approval is sought or given the applicant undertakes</p> <ul style="list-style-type: none"> (i) to incorporate any amendments we have marked on the approved charge. Approval is subject to the amendments being made (ii) not to alter the charge or any separate but incorporated mortgage conditions which has been approved and, where elements of the final document are electronically stored, to ensure that data is held securely and is not amended, without the prior agreement of the Registrar (the applicant understands that breach of this undertaking may lead to incorrect entries being made in the register and the approval being withdrawn), and (iii) to notify Commercial Arrangements Section, HM Land Registry Head Office at least two weeks prior to any alteration of any of the address(es) for service of the lender given in panel 5.
7	<p>The applicant warrants that the person signing this application and undertaking has due authority to do so</p> <p>Signed [on behalf of the lender]:</p> <p>by:</p> <p>Date:</p> <p>Applicant's name:</p> <p>Address:</p> <p>UK DX box number:</p> <p>Reference:</p> <p>Phone no:</p> <p>Email address:</p>

WARNING

If you dishonestly enter information or make a statement that you know is, or might be, untrue or misleading, and intend by doing so to make a gain for yourself or another person, or to cause loss or the risk of loss to another person, you may commit the offence of fraud under section 1 of the Fraud Act 2006, the maximum penalty for which is 10 years' imprisonment or an unlimited fine, or both.

Failure to complete this form with proper care may result in a loss of protection under the Land Registration Act 2002 if, as a result, a mistake is made in the register.

Under section 66 of the Land Registration Act 2002 most documents (including this form) kept by the registrar relating to an application to the registrar or referred to in the register are open to public inspection and copying. If you believe a document contains prejudicial information, you may apply for that part of the document to be made exempt using Form EX1, under rule 136 of the Land Registration Rules 2003.

For official use only	
MD Reference number issued Authorised by:	Date
Details entered on database by:	Date