Mortgage Early Repayment Charge Evidence Checklist

Use this before a large overpayment, mortgage redemption or remortgage. It is designed to leave you with the exact evidence needed to check whether an ERC applies - not a guess based on a headline allowance.

Documents to collect

- ■ Latest mortgage statement showing the outstanding balance and account number. Notes: ______________________________
- ■ Mortgage offer or product terms showing the ERC period and percentage. Notes: ______________________________
- ■ Lender wording that explains how the annual overpayment allowance is calculated. Notes: ______________________________
- ■ Record of every overpayment already made in the current allowance year. Notes: ______________________________
- ■ A dated redemption or settlement statement if you intend to clear the mortgage. Notes: ______________________________
- ■ The fixed-rate or deal end date, including any period when the ERC reduces or ends. Notes: ______________________________

Figures to calculate or confirm

Figure	Your amount	Source / date

Final decision checks

■	The planned payment is within the unused penalty-free allowance.	Notes: ____________________
■	Any excess amount and the percentage charge have been confirmed in writing.	Notes: ____________________
■	The interest saving is being compared with the ERC and any remortgage costs.	Notes: ____________________
■	Enough accessible cash remains for emergencies and near-term bills.	Notes: ____________________
■	The payment instruction and reference have been confirmed with the lender.	Notes: ____________________