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| **Facsimile Message** | |
| Date: | [Date] |
| To: | [New Mortgagee Name] |
| Fax: | [New Mortgagee Fax Number] |
| From: | Evolution Lawyers |
| Reference: | [New Mortgagee Reference # for Borrower] |
| Pages: | [Number of pages - including the cover page] (including this page) |
| Attention: | [Name of Mortgagee Lending Department] |
| [Client Name] (“the Borrower”) – [If Purchase][Purchase] [Else][Refinance] of [Property Address] (“the Property”) | |

We refer to your letter of instructions dated [Date of Instructions from New Mortgagee]. We confirm we accept your instructions to act for [New Mortagee Name] in the Borrower’s [If Purchase][purchase] [Else][refinance] of the Property.

In accordance with your instructions, please find **attached** the following documents:

1. Solicitor’s certificate
2. Facility Agreement
3. Authority and Instruction form
4. [If Authority to Disburse Funds = Yes] Authority to Disburse Funds
5. [If Cash Contribution Acknowledgement = Yes] Cash Contribution Acknowledgement
6. [If Director’s Certificate = Yes] Director’s certificate
7. [If Trustees’ Certificate = Yes] Trustees’ certificate
8. [If Guarantee Required = Yes] Guarantee and Indemnity from [Guarantor Name(s)]
9. Insurance certificate
10. Guaranteed search of unique identifier [Unique Identifier], [Registry] registry
11. Our trust account deposit slip.

Please credit the sum of $[Amount Advanced Under Loan] to our trust account as early as possible today by **Same Day Cleared Payment**.

Yours sincerely

**Evolution Lawyers**

[Thomas Bloy / Tamina Cunningham-Adams]  
Director  
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[thomas@evolutionlawyers.nz / tamina@evolutionlawyers.nz]