MREIF Mortgage Pre-Approval Requirements

S/N	General Checklist	Received (YES/NO)
1	Establish an account relationship with Access bank	
2	Duly completed mortgage application form	
3	Copy of the title documents of the proposed property	
4	Offer and Acceptance letter specifying the price, property description, and location.	
S/N	**Additional Documents for Salaried Customers**	**Received (YES/NO)**
5	Letter of Employment, Confirmation, or Last Promotion	
6	Most Recent Six (6) Months' Pay Slips	
7	Minimum Equity Contribution of 10% of the Property Cost	
8	Domiciliation of Salary Account with Access Bank	
9	Salary Account Bank Statement for the Past 12 Months	
10	Evidence of Additional Income (if any) from Other Sources over the Past 12 Months	
11	Where Applicable: Bonuses and Dividends Received Year-on-Year Over the Past 36 Months Can Be Averaged and Included as Part of Net Income	
S/N	**Additional Documents for Business Customers**	
12	Business Bank Account Statement Covering the Last 12 Months	
13	Business Registration Documents (e.g., Certificate of Incorporation, Form CAC 2 & 7 or equivalents)	
14	Minimum Equity Contribution of 30% of the Property Cost, when the property cost is above ₦200 m	
15	Corporate search report for verification and due diligence	

NB: Kindly note that the maximum tenor for the MREIF Mortgage Scheme is 20 years, subject to a retirement age of 60 years, and 65 years for lecturers and judges.

The Bank's Acceptable Title Documents

S/N	Checklist	Received (YES/NO)
1	Certificate of Occupancy (C of O)	
2	Registered Deed of Assignment/Governor's Consent	
3	Registered Power of Attorney (This is acceptable for some state; Abia, Anambra, Akwa Ibom etc.; subject to confirmation)	
4	Registered sublease with a residual term exceeding 15 years.	
5	Federal Housing Authority Allocation Letter (subject to confirmation)	

Charges (subject to change)

S/N	PROCESS	COST
1	Charting of the survey	To be advised by the Legal Team, subject to the location of the property.
2	Title search cost (applicable to all locations)	To be advised by the Legal Team, subject to the location of the property.
3	Valuation cost	Dependent on the Forced Sale Value (FSV) of the financed property.
4	Insurance: Credit Life and Mortgage Protection	1.1% of the loan amount.
5	Title and Legal Mortgage Perfection cost (payable to the state)	To be advised by the Legal Team, subject to the receipt of the title document.
6	Title verification of the original title at the Lands Registry	To be advised by the Legal Team.
7	Management fees	1% of the loan amount.

Please note *that title verification will be conducted at the Land Registry, Alausa. The seller is required to present* ***the original title document****, on a scheduled date for verification by our lawyer and registry officials.*
Kindly inform the seller early, as delays may occur if this step is not completed at drawdown. Further requirements will be communicated at the disbursement stage

Additional Requirements for RSA Backed Mortgages

- *Customer should reach out to their Pensions Manager (PFA) for the checklist of requirements to access 25% of their RSA as equity contribution.*