



## Local Authority Home Loan : 3<sup>rd</sup> Mortgage Payment Break Application Form

**The closing date to apply for a Third Mortgage Payment Break is  
31 December 2021**

To apply for a third mortgage payment break on your local authority home loan under the COVID-19 situation, you must be continuing to experience a reduction in your income arising from the COVID-19 situation and you are unable to make repayments on your home loan.

You should only apply for a third mortgage payment break if you consider that you need it. Independent financial advice is available through the Money Advice and Budgetary Service (MABS). Please see [www.mabs.ie](http://www.mabs.ie) to find details of your local office.

Where the third Mortgage payment break is approved:

- Your home loan account is paused for the Mortgage Payment Break period.
- No interest is charged during the Mortgage Payment Break period.
- The term of your home loan remains unchanged (i.e. if the original term/maturity date is July 2035 – this will remain at July 2035 after the Covid-19 mortgage payment break).
- Your home loan repayments recommence after the Mortgage Payment Break period at a higher amount than before the Mortgage Payment Break. This is necessary to ensure that your home loan will be repaid in full within its original term.

Further details on the Mortgage Payment Break, including the financial impact for borrowers, are contained within the Local Authority Home Loan Mortgage Payment Break Frequently Asked Questions document [updated January 2021] available from your local authority website.

**Mortgage Protection Insurance Payment:** For those borrowers who pay their Mortgage Protection Insurance (MPI) as part of their monthly payment to their local authority, **you will be required to continue to repay the MPI premia to your local authority through the Mortgage Payment Break period.**

**If you currently pay your mortgage repayment by Standing Order, you will need to contact your bank to adjust it accordingly to cover your monthly MPI payment for the duration of the additional Mortgage Payment Break.**

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## Part 3 – What Happens Next?

You can return your application form by:

Email to: [housingloanscollection@corkcoco.ie](mailto:housingloanscollection@corkcoco.ie) and/or any member of the Housing Loans Collection Department.

Post to: **Housing Loans Collection, Finance Department, Floor 5 (Extension), Cork County Council, County Hall ,Cork.**

Hand to **Reception, Cork County Council, County Hall,Carrigrohane Road,Cork** during the hours of **9am – 4pm** Monday to Friday or in the post box at the entrance to the building, adhering to HSE COVID-19 guidelines.

**Please mark on the email subject line or on the envelope “Mortgage Payment Break Application – Third Mortgage Payment Break.”**

You will receive a Notification of Approval by email within five working days of returning your completed application form. The Notification of Approval will include the following details:

- Confirmation of approval;
- Your mortgage payment break(s);
- The revised/higher amount of your repayments after the mortgage payment break(s);
- Confirmation of your home loan term/maturity date;
- Declaration and Acceptance Form, which includes a commitment to meet with the local authority during the third mortgage payment break to discuss and assess your financial situation.

**To proceed with the third mortgage payment break, you must return the Declaration and Acceptance Form signed by all borrowers named on the home loan – by post or by hand – within 10 working days of the date of the Notification of Approval.**

If your form is incomplete, your local authority will notify you as quickly as possible.

Please contact 021-4285748 if you have any difficulty completing this form.

## Part 4 – Notices

### DATA PROTECTION NOTICE

ACCESS TO PERSONAL DATA. You have the right at any time to request a copy of any 'personal data' within the meaning of the Data Protection Act 1988 (as amended or re-enacted from time to time) that the local authority holds about you and to have inaccuracies in that information corrected.

### STATUTORY WARNINGS AND OTHER INFORMATION

**Warning:** If you do not meet the repayments on your home loan, your account will go into arrears. This may affect your credit rating, which may limit your ability to access credit in the future.

**Warning:** If you do not keep up your home loan repayments you may lose your home.

**Warning:** You may have to pay charges if you pay off a fixed rate home loan early.