

# CO-OPERATIVE LEASING COMPANY LIMITED

“Ceyesta House”, No.327/3/1, Galle Road, Colombo-03, Sri Lanka  
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## APPLICATION FOR LEASE / HIRE PURCHASE FACILITY

I/We the undersigned desire to enter into a facility upon terms and conditions of your Leasing / Hire Purchase facility for the vehicle / machine described in the schedule No. 02 to this proposal form. I/We give below the true information required by you to consider our proposal.

*Please complete this application in full. Insufficient information may cause delay in processing your application.*

### **01 ' Lessee / Hirer**

1.1 Full Name (Mr./Mrs.) :- .....

1.2 Addresses (A) Permanent Residence:- .....

(B) Business / Temporary Residence:- .....

E-mail:- .....

1.3 Residence:- Owned  Rented  Parents  Other

1.4 NIC / Passport Number: - .....

1.5 Date of Birth: - D  M  Y  Age

1.6 Civil Status: - Single  Married  Widowed  No. of Dependants

1.7 Nature of Business/ Occupation or Profession: - .....

1.7.1 Name & Address of Business/ Employer :- .....

T.P.....E-mail: .....

1.7.2 Position / Designation :- .....

1.7.3 How long have been in the above Job: - .....

1.8 Name of Spouse: - .....

1.8.1 NIC / Passport Number: - .....

1.8.2 Occupation and Designation: - .....

1.8.3 Name & Address of the Employer:- .....

1.8.4 Monthly Income of Spouse: - Rs. ....

1.9 Sources of other Income: - .....

1.10 Monthly Income Statement: -

Source of Income:		Net Income : (Rs.)
	Employment	
	Business	
	Other	
	Total Income	
<b>Less:</b>	Living Expense	
	Loan Repayment	
	<b>Total Net Income</b>	

1.11 My Financial Relationship:-

Type of Accounts	Bank & Branch	Account No
Savings		
Current (Personal)		
Current (Business)		
Fixed Deposit		

1.12 My Financial Liabilities:-

Institution	Type of Facility	Credit Limit	Monthly Installment	Outstanding Balance

1.13 Land & Property Owned by Me:-

Type of Asset	Deed/ Reg. No	Purchase Value	Market Value	Mortgage of any

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## 02' General Information

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2.1 Amount Requested (Rs.): - .....

2.2 Period of Lease: - .....

2.3 Type & Model of the Vehicle / Equipment: - .....

2.4 Year of Manufacture: - .....

2.5 Registration: - Registered  Reg. No  Unregistered

2.6 Vehicle/ Equipment: - Chassis No.  Engine No.

2.7 Present Market Value of the Vehicle According to the Valuation (Rs.): - .....

2.8 Name of the Valuer: - .....

- 2.9 Purpose of the Vehicle Used: - Hiring  Private  Commercial   
 If Hiring or Commercial, give details -----  
 -----  
 -----  
 2.10 Address of Vehicle will be located: - -----  
 -----  
 -----  
 2.11 Nearest Post Office & Police Station: - -----  
 -----  
 -----  
 2.12 Name of the Supplier of Vehicle: - -----  
 -----  
 -----  
 2.13 Address & T.P of the Supplier:- -----  
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**03' Guarantor - 01.**

- 3.1 Full Name (Mr. /Mrs.):- -----  
 -----  
 -----  
 3.2 Address (A) Permanent Residence :- -----  
 -----T.P-----  
 -----  
 (B) Business / Temporary Residence :- -----  
 -----T.P-----  
 -----  
 3.3 Residence:- Owned  Rented  Parents  Other   
 3.4 NIC / Passport Number: - -----  
 -----  
 3.5 Date of Birth: - D  M  Y  Age   
 -----  
 3.6 Civil Status: - Single  Married  Widowed  No. of Dependants   
 -----  
 3.7 Nature of Business/ Occupation or Profession :- -----  
 -----  
 -----  
 3.7.1 Name of Business/ Employer :- -----  
 -----  
 3.7.2 Address of the Business or Employer :- -----  
 -----T.P-----  
 -----  
 3.7.3 Position / Designation:- -----  
 -----  
 -----  
 3.7.4 How long have been in the above Job: - -----  
 -----  
 -----  
 3.8 Source of other Income: - -----  
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 3.9 Monthly Income Statement: -

Source of Income:		Net Income : (Rs.)
	Employment	
	Business	
	Other	
	Total Income	
<b>Less:</b>	Living Expense	
	Loan Repayment	
	<b>Total Net Income</b>	

**3.10 My Financial Relationship :-**

Type of Accounts	Bank & Branch	Account No
Savings		
Current (Personal)		
Current (Business)		
Fixed Deposit		

**3.11 My Financial Liabilities :-**

Institution	Type of Facility	Credit Limit	Monthly Installment	Outstanding Balance

**3.12 Land & Property Owned by Me :-**

Type of Asset	Deed/ Reg. No	Purchase Value	Market Value	Mortgage of any

**04. Guarantor - 02.**

**4.1 Full Name (Mr. /Mrs.):** - .....

**4.2 Address (A) Permanent Residence :-** .....

T.P.....

**(B) Business / Temporary Residence :-** .....

T.P.....

**4.3 Residence:-** Owned  Rented  Parents  Other

**4.4 NIC / Passport Number:** - .....

**4.5 Date of Birth:** - D  M  Y  Age

**4.6 Civil Status:** - Single  Married  Widowed  No. of Dependents

**4.7 Nature of Business/ Occupation or Profession :-** .....

**4.7.1 Name of Business/ Employer :-** .....

**4.7.2 Address of the Business or Employer :-** .....

T.P.....

**4.7.3 Position / Designation:-** .....

**4.7.4 How long have been in the above Job:** - .....

**4.8 Source of other Income:** - .....

**4.9 Monthly Income Statement: -**

Source of Income:		Net Income : (Rs.)
	Employment	
	Business	
	Other	
	Total Income	
<b>Less:</b>	Living Expense	
	Loan Repayment	
	<b>Total Net Income</b>	

**4.10 My Financial Relationship :-**

Type of Accounts	Bank & Branch	Account No
Savings		
Current (Personal)		
Current (Business)		
Fixed Deposit		

**4.11 My Financial Liabilities :-**

Institution	Type of Facility	Credit Limit	Monthly Installment	Outstanding Balance

**4.12 Land & Property Owned by Me :-**

Type of Asset	Deed/ Reg .No	Purchase Value	Market Value	Mortgage of any

We warrant that the answers give overleaf are in very respect true & accurate and that we have not with-held any information likely to effect the acceptance of this proposal and we agree that this proposal and declaration shall be the basis of the contract between us and that you are entitled to terminate the hiring under any Leasing / Hire Purchasing facility which may be entered in to upon this proposal and call upon us to return the Vehicle and Accessories if at any time you find that there has been any material misstatement or material nondisclosure in this proposal.

We also do hereby declare that we fully understand the contents of this document which has been read and explained to us in our own language and the nature and scope of this transaction which we acknowledge is in every respect a hire purchase contract and not one such as would constitute money lending.

**Date at.....this .....day of .....20.....**

.....  
**Signature of Proposer**

.....  
**Signature of 1<sup>st</sup> Guarantor**

.....  
**Signature of 2<sup>nd</sup> Guarantor**

**Check List (For Office Use Only)**

<b>Lessee / Hire</b>		Deed & Other Documents of Land & Property Ownership		
Completed Application		Receipts of Paid Income Tax		
Invoice		Certificate of Residence / Billing proof		
Valuation Report		Completed Lease / HP agreement		
CR of the Vehicle		General Investigation Report (GIR) with Road Map		
Valid Revenue License				
Tax Receipts of Diesel or Luxury, Semi Luxury (since 1995/1996)				
Insurance Card		<b>Guarantors</b>	<b>01</b>	<b>02</b>
Insurance Policy assignment Letter		Photocopy of N.I.C/D.L/ P.P		
3 No's of Passport size Photographs		Certificate of Residence /Billing proof		
Photocopies of N.I.C/D.L/ P.P with Spouse		Bank Statement for the last 3 Months		
Duplicate Key of the Vehicle		Pay slips for the last 1, 2, 3 months		
Duly signed Transfer Papers MTA 06, MTA08, and MTA03.		Deed & Other Documents of Land & Property Ownership		
Bank Statement for the last 3 Months		Receipts of Paid Income Tax		
Pay slips for the last 1, 2, 3 months				

<b>Marketing Officer's Comments</b>	
<p align="center">.....</p> <p align="center"><b>Signature</b></p> <p align="right">.....</p> <p align="right"><b>Date</b></p>	
<b>Authorized Signature for Processing forward the Application</b>	
<p align="center">.....</p> <p align="center"><b>Signature</b></p> <p align="right">.....</p> <p align="right"><b>Date</b></p>	