

Application for Lease Facilities

Personal and Professional

The Mauritius Leasing Company Limited



Private and Confidential

Client Number: _____

Client (s) Name: _____

Date of Application: _____

	Name	Signature
Customer Service Executive		
Business Executive		
Customer Service Coordinator		
Date booked in Flexcube		
Date booked in Workflow		



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(Important Information: Please read carefully and ensure all sections are completed using black ink)

SECTION 1 – APPLICANT’S DETAILS

1.1 – Personal

Title (Mr/Mrs/Miss)							
Surname							
Name (s)							
Date of Birth							
NIC number/Passport No.							
Residential Address							
Correspondence Address							
Telephone Number/s	Home		Office		Mobile		
Fax No.							
E-mail address							
Marital status <i>(please tick as appropriate)</i>	Single		Married		Divorced		Widow/er
Maiden Name (if applicable)							
Full name of spouse							
Occupation of spouse <i>(please tick as appropriate)</i>	In Employment		Name of Employer				
	Self-Employed - Professional		Nature of Profession				
	Self-Employed - Business		Nature of Business				
Annual revenue of spouse (MUR)							
Please provide details of ALL dependent persons (children & others) under your responsibility	Nature of relationship	Age	Occupation				

1.2 - Occupation

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Occupation <i>(please tick as appropriate)</i>	In Employment		Self-Employed - Professional		Self-Employed - Business	
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Are you VAT registered?		VAT No.	
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If you are in employment, please complete below:

Name of Employer	
Length of time in current employment?	
Annual gross salary (MUR)	
Previous occupation, if applicable	
Total number of years in Employment/Business	

If you are a Self-Employed Professional, please complete below:

Type of Profession			
Qualifications held			
Length of time in current practice			
Annual income (MUR)	Gross		Net
Previous occupation, if applicable			
Total number of years in Employment/Business			

If you are Self-Employed in Business, please complete below:

Full description of your business activities <i>(Please be specific)</i>			
Address			
Telephone number (s)		Fax Number	
Licences held		Date of Expiry of Current Licence	
Length of time in current business			
Annual income (MUR)	Gross		Net
Previous occupation, if applicable			
Total number of years in Employment/Business			

1.3 – Bank Details

<i>Please provide your Bank account details for the purpose of Standing Order:</i>	
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Name of Bank	
Branch Address	
Account Number	

SECTION 2 – STATEMENT OF ASSETS AND LIABILITIES

2.1 - ASSETS (Please provide full description of Assets including immovable properties owned)

Details of Assets		Cost (MUR)	Estimated Market Value (MUR)	Current Market Value (MUR)
Immovable Properties				
Immovable Properties				
Fixed Deposits held				
Fixed Deposits held				
Shares held (Attach list if necessary)				
Shares held (Attach list if necessary)				

2.2 - LIABILITIES (Loans, Leases & Mortgages)

Lender	Original Amount	Date Granted	Period	Balance Outstanding	Monthly Repayment	Securities

2.3 - LIABILITIES (Consumer Credits)

Supplier	Original Amount	Date Granted	Period	Balance Outstanding	Monthly Repayment	Securities

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SECTION 3 – INCOME AND EXPENDITURE (MUR - Annual)

Important:

Where application for lease facilities concerns assets for personal use, please fill in below.

Where application for lease facilities concerns assets for professional or business use, please provide separate business income and expenditure account

Income		Expenditure	
Salary/Net Professional Income/Net Business Income:		Subsistence costs	
- Self		Water/telephone/electricity	
- Spouse		Accommodation (rent, etc)	
Other Income		Education	
- Interest		Health & related	
- Dividend		Transport	
- Rent		Leisure	
Other Income (please give details)		Insurance - Life	
		Insurance - General	
		Loan/Lease repayments	
		Consumer credit payments	
		Recurrent Investments	
		Tax	
		If you already own a vehicle:	
		- Fuel	
		- Repairs & maintenance	
		- Insurance	
		- Road Tax	
		Other expenses (give details)	
TOTAL INCOME		TOTAL EXPENDITURE	
Surplus of Income over Expenditure			

SECTION 4 – LEASING FACILITIES APPLIED FOR:

Details	Asset 1	Asset 2
Full Description of the Asset (Make, Model, Origin, Specifications, Type, New or Second Hand, etc) <i>Please attach quotations / pro-forma invoices</i>		
(A) Purchase Price MUR		

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(B) Proposed Down-payment MUR		
Net Financing Required MUR (A-B)		
Lease Period (in months)		
Name and Address of Supplier		
Expected Delivery Date		
Location of the Leased Asset (i.e. where it will be installed, kept or used)		
Proposed Insurance Company		

Please specify type of lease required: Finance / Operating:

<i>If application is for the financing of a vehicle, please provide the following details:</i> 1. Name of Driver 2. Year licensed 3. Drivers Claims history				
Are you already owner of a vehicle?	YES/NO		If Yes, is the present application for renewal of the vehicle (YES/NO)	

SECTION 5 – TERMS AND CONDITIONS:

5.1 - Terms and conditions of lease

The lease facilities, if approved, will be subject to the terms and conditions as per the standard lease contract document of The Mauritius Leasing Company Limited, which is available for consultation upon request.

5.2 - Data Protection

In terms of the Data protection Act 2004, the Company will process the personal data supplied by you in the Application Form or any other personal data which you will subsequently provide to the Company in any manner, for any or all of the following purposes:

- a) The performance of a contract to which you are a party or the implementation of pre-contractual measures you request or require;
- b) The performance or conclusion of a contract concluded or to be concluded in your interest between the Company and a third party;

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- c) The obtaining of authorisation from officers or other employees of the Company, when such authorisation is required in order to carry out obligations out of (a) and (b) for the purpose of informing such officers or employees of the developments within the Company whether such officers or employees are in Mauritius or outside Mauritius;
- d) For the establishing, exercising or defending of any legal claims arising;
- e) For research, product development and public relations;
- f) To send you information about products and / or services provided by the Company. Such information may be sent by mail, telephone, automated calling machine, facsimile machine, electronic mail or any other electronic means;
- g) For the prevention and detection of any criminal activity which the company is bound to report;

You have the right to require access to your personal data which is being processed and demand rectification. In appropriate circumstances, you may request the erasure of any inaccurate, incomplete or immaterial personal data. Please inform the Company immediately of any variations relating to your personal data which is being processed by the Company. The Company undertakes to implement appropriate measures and safeguards for the purpose of protecting the confidentiality, integrity and availability of all data processed.

SECTION 6 – APPLICANT’S DECLARATION AND SIGNATURE

6.1 - Personal Data and British American Investment Group of Companies

The British American Investment Group of Companies includes all subsidiary companies of the British American Investment Co (Mtius) Ltd.

I/We consent that you may keep the details given to you during the relationship with you and other companies within your Group, in a British American Investment Group of Companies database. This includes the following:

- Details I/We give you on application forms
- Details I/We give during financial reviews and interviews
- Your analysis of my/our transactions
- What you know from my/our operating account

I/We further consent to the company sharing the abovementioned data with the other companies forming part of the British American Investment Group of Companies for using, updating and processing this centrally held information to:

- Provide me/us with services
- Identify products and services which might be suitable for me/us
- Assess lending and insurance risks
- Recover debts
- Prevent and detect fraud, and
- Update their own records about me/us

The information you hold about me/us is confidential. You will only disclose it outside the British American Investment Group of Companies when:

- You have express consent from me/us
- It is needed by your agents and others involved in running accounts and services for me/us
- You or others need to investigate or prevent crime
- Such disclosure is required by law or in connection with legal proceedings, even without my/our consent, or
- It is in the public interest to reveal the information

You may monitor or record phone calls with me/us in case you need to check whether you have carried out my/our instructions correctly and to help improve your quality of service but this will be subject to prior authorisation from me/us.



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You may contact me/us about products and services available from the British American Investment Group of Companies and from selected companies outside your group which you believe may interest me/us or benefit me/us or benefit me/us financially, unless I/We have expressly conveyed to you that I/We do not wish to receive such information.

I/We consent that you share my details with other companies forming part of the British American Investment Group of Companies and acknowledge that I/We may from time to time receive advertising, marketing and promotional materials from them until I/We inform you that I/We do not wish to receive such information anymore.

6.2 – Other declarations by the Applicant

I/We confirm to have read, understood and agree to be bound by confirmations above;

I/We declare that I/we have made every effort to ensure that the information presently stated in this application form is, to the best of my/our knowledge, true and correct. In this respect, I/We hereby give you my/our authorization to make any enquiries which you may consider necessary for confirmation of the aforesaid statements for credit assessment purposes, by virtue of, but not limited to the provisions of section 64 (3) (f) of the Banking Act 2004;

I/We furthermore declare that I/We have not intentionally misrepresented, withheld or omitted any material information for your credit assessment purposes, and understand any such actions on my/our part will automatically invalidate this application; and

I/We also undertake to notify The Mauritius Leasing Company Limited forthwith in writing in case of any change in the information furnished in this application form.

It is understood that

- a. This present application shall be subject to the final written approval by The Mauritius Leasing Company Limited, which may be granted or refused at the latter’s absolute discretion;
- b. The Mauritius Leasing Company Limited shall reserve the right to retain any document furnished in connection with my/our application;
- c. The Mauritius Leasing Company Limited shall not be obliged to furnish any notice, or give any reasons for any rejection of my/our application; and
- d. My/our acceptance as a customer of The Mauritius Leasing Company Limited, shall also be subject to meeting the latter’s eligibility requirements, submission of all necessary documents, compliance with any other terms and conditions, finalization and execution of all documents as required by The Mauritius Leasing Company Limited.

Applicant - 1		Applicant – 2	
Signature		Signature	
Name		Name	
Date		Date	

DOCUMENTATION CHECKLIST



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We have to draw your attention to the fact that, as is the case for all financial institutions, our Company is also subjected to the Compliance Requirements as laid down in the Financial Intelligence and Anti-Money Laundering Regulations 2003. In this respect, you are kindly invited to provide to us all the documentary evidence mentioned in the following checklist, as applicable to you.

Please note that you will need to furnish the **ORIGINALS** of all relevant documents along with the application form, duly completed in all respects, together with the quotation/s from your Supplier/s. We shall retain only photocopies thereof which shall be duly certified, as true copies of the original documents, by an appointed representative of our Company.

Documents required:

Personal	Please tick if document is provided with this application
Proof of Identity (<i>see note 1 below</i>);	
Birth Certificate;	
Proof of Address (<i>see note 2 below</i>);	
Salary Slip; and	
Statement of Bank Account (last 6 months)	
Bank Introductory Letter for Non-Resident	

Business	Please tick if document is provided with this application
Proof of Identity (<i>see note 1 below</i>);	
Birth Certificate;	
Proof of Address (<i>see note 2 below</i>);	
Statement of Bank Account (last 6 months);	
Copy of Business Certificate & Licence (for self-employed);	
Business Plan/Feasibility Report (for equipment exceeding MUR.1.0m); and	
Statement of Assets & Liabilities (for equipment exceeding MUR.1.0m);	
Bank Introductory Letter for Non-Resident	

NOTE:

1. The **Proof of Identity** shall be a valid document bearing a recent photograph of the holder, and may be any one of the following:-

	Please tick the document provided
National Identity Card; or	
First three pages of current valid passport; or	
Current valid driving licence.	

2. The **Proof of Address** (POA) should be a recent (i.e. not more than 3 months old) document of:

	Please tick the document provided
A paid Utility Bill (Electricity, Water or fixed Telephone line bill); or	
A bank or credit card statement; or	
A bank reference.	