



# CO-OPERATIVE LEASING COMPANY LIMITED

“Ceyesta House”, No.327/3/1, Galle Road, Colombo-03, Sri Lanka  
 Tel: 0112573743/44, Fax: 0112573744, E-mail: info@clcl.lk  
**Hotline: 0117 869 569, Web: www.clcl.lk**

## 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. 2.0 to this application 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.**

Sole Application <input type="checkbox"/>	Joint Application <input type="checkbox"/>	Facility Amount Rs. <input type="text"/>
Leasing Facility <input type="checkbox"/>	Hire Purchase Facility <input type="checkbox"/>	(Requested)

1.0 Personal Details	
Primary Applicant	Joint Applicant
Title Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms. <input type="checkbox"/> Other .....	Title Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms. <input type="checkbox"/> Other .....
Name in Full :	Name in Full :
NIC No/Passport No: <input type="text"/>	NIC No/Passport No: <input type="text"/>
Date of Birth: <input type="text"/>	Date of Birth: <input type="text"/>
Residential Address :	Residential Address :
Residential Status: Owned <input type="checkbox"/> Rented <input type="checkbox"/> Living with parents <input type="checkbox"/>	Residential Status: Owned <input type="checkbox"/> Rented <input type="checkbox"/> Living with parents <input type="checkbox"/>
Provided by Employer <input type="checkbox"/> Other.....	Provided by Employer <input type="checkbox"/> Other.....
Number of years at present address : <input type="text"/>	Number of years at present address : <input type="text"/>
Permanent Address: (If same as above, write "AS ABOVE")	Permanent Address: (If same as above, write "AS ABOVE")
Telephone No Residence <input type="text"/>	Telephone No Residence <input type="text"/>
Telephone No Mobile <input type="text"/>	Telephone No Mobile <input type="text"/>
E-mail address:	E-mail address:
Marital Status :	Marital Status :
Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Divorced <input type="checkbox"/>	Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Divorced <input type="checkbox"/>
Total Number of Dependents <input type="text"/>	Total Number of Dependents <input type="text"/>
Name of Spouse:	Name of spouse:
NIC No/Passport No: <input type="text"/>	NIC No/Passport No: <input type="text"/>
1.1 Academic / Professional Qualifications of Applicants	
Education :Primary <input type="checkbox"/> Secondary <input type="checkbox"/> Graduate <input type="checkbox"/>	Education :Primary <input type="checkbox"/> Secondary <input type="checkbox"/> Graduate <input type="checkbox"/>
Post Graduate <input type="checkbox"/> Professional <input type="checkbox"/>	Post Graduate <input type="checkbox"/> Professional <input type="checkbox"/>
1.2 Employment Details of Applicants	
Profession:	Profession:
Name of Employer :	Name of Employer :
Office Address :	Office Address :
Telephone Number. : <input type="text"/>	Telephone Number. : <input type="text"/>
Nature of Business :	Nature of Business :
Present Position (Designation) :	Present Position (Designation) :
How long have been in the above Job? .....	How long have been in the above Job? .....
Previous Employment : (If any)	Previous Employment : (If any)
Employer / Designation No. of Years	Employer / Designation No. of Years
1).....	1).....

**1.3 Financial Details - \* Attach pay slips / salary confirmation from employer**

<b>Primary Applicant</b> <u>Earnings</u> Employment (Net Income) ..... Business Income ..... Other Income (Specify) ..... 1) ..... 2) ..... 3) ..... Total Earnings .....  <u>Expenses</u> Household Expenses ..... Rent / Mortgage Instalments ..... Loan / Lease Repayments ..... Other Expenses (Specify) ..... 1) ..... 2) ..... Total Expenditure ..... <b>Surplus</b> <span style="border: 1px solid black; display: inline-block; width: 50px; height: 20px; vertical-align: middle;"></span>	<b>Joint Applicant</b> <u>Earnings</u> Employment (Net Income) ..... Business Income ..... Other Income (Specify) ..... 1) ..... 2) ..... 3) ..... Total Earnings .....  <u>Expenses</u> Household Expenses ..... Rent / Mortgage Instalments ..... Loan / Lease Repayments ..... Other Expenses (Specify) ..... 1) ..... 2) ..... Total Expenditure ..... <b>Surplus</b> <span style="border: 1px solid black; display: inline-block; width: 50px; height: 20px; vertical-align: middle;"></span>
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**1.4 Financial Relationship**

<b>Primary Applicant</b> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width:30%;">Type of Accounts</th> <th style="width:20%;">Bank</th> <th style="width:50%;">Account No</th> </tr> <tr> <td>Savings</td> <td></td> <td></td> </tr> <tr> <td>Current (Personal)</td> <td></td> <td></td> </tr> <tr> <td>Current (Business)</td> <td></td> <td></td> </tr> <tr> <td>Fixed Deposit</td> <td></td> <td></td> </tr> </table>	Type of Accounts	Bank	Account No	Savings			Current (Personal)			Current (Business)			Fixed Deposit			<b>Joint Applicant</b> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width:30%;">Type of Accounts</th> <th style="width:20%;">Bank</th> <th style="width:50%;">Account No</th> </tr> <tr> <td>Savings</td> <td></td> <td></td> </tr> <tr> <td>Current (Personal)</td> <td></td> <td></td> </tr> <tr> <td>Current (Business)</td> <td></td> <td></td> </tr> <tr> <td>Fixed Deposit</td> <td></td> <td></td> </tr> </table>	Type of Accounts	Bank	Account No	Savings			Current (Personal)			Current (Business)			Fixed Deposit		
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**1.5 Financial Liabilities**

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**1.6 Assets (Properties / Vehicles / Shares / Life Policies)**

<b>Primary Applicant</b> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:30%;">Type of Asset</td> <td style="width:30%;"></td> <td style="width:40%;"></td> </tr> <tr> <td>Deed/ Reg. No</td> <td></td> <td></td> </tr> <tr> <td>Purchase Value</td> <td></td> <td></td> </tr> <tr> <td>Market Value</td> <td></td> <td></td> </tr> <tr> <td>Free Hold/ Mortgage/ Lease Hold</td> <td></td> <td></td> </tr> </table>	Type of Asset			Deed/ Reg. No			Purchase Value			Market Value			Free Hold/ Mortgage/ Lease Hold			<b>Joint Applicant</b> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:30%;">Type of Asset</td> <td style="width:30%;"></td> <td style="width:40%;"></td> </tr> <tr> <td>Deed/ Reg. No</td> <td></td> <td></td> </tr> <tr> <td>Purchase Value</td> <td></td> <td></td> </tr> <tr> <td>Market Value</td> <td></td> <td></td> </tr> <tr> <td>Free Hold/ Mortgage/ Lease Hold</td> <td></td> <td></td> </tr> </table>	Type of Asset			Deed/ Reg. No			Purchase Value			Market Value			Free Hold/ Mortgage/ Lease Hold		
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**2.0 Asset to be leased / Hire Purchase**

2.01 Type of the asset :	Vehicle <input type="checkbox"/>	Equipment <input type="checkbox"/>	Machinery <input type="checkbox"/>
2.02 Condition:	Brand New <input type="checkbox"/>	Reconditioned <input type="checkbox"/>	Used <input type="checkbox"/>
2.03 Reg No <span style="border: 1px solid black; display: inline-block; width: 100px; height: 20px; vertical-align: middle;"></span>	Chassis No. <span style="border: 1px solid black; display: inline-block; width: 150px; height: 20px; vertical-align: middle;"></span>	Engine No. <span style="border: 1px solid black; display: inline-block; width: 100px; height: 20px; vertical-align: middle;"></span>	
2.04 Present Market Value of the Vehicle According to the Valuation (Rs).....			
2.05 Name of the Valuer: .....			
2.06 Purpose of the Vehicle/Asset:      Hiring <input type="checkbox"/> Private <input type="checkbox"/> Commercial <input type="checkbox"/>			
If Hiring or Commercial, give details:			
.....			
.....			
.....			

2.07 Address of Vehicle/Asset will be located:

2.08 Nearest Post Office & Police Station:

**3.0 Supplier / Vendor Information**

3.01 Name of the Supplier of Vehicle/Asset: .....

3.01 Address:

T.P :

**4.0 Securities and Collaterals**

Additional Security / Collaterals (If Any)

**5.0 Guarantors**

**5.1 Guarantor 01**

Title Mr  Mrs  Miss  Ms.  Other .....

Name in Full :

NIC No/Passport No:

Date of Birth:

Permanent Address: \* attach copy of utility bill.

Telephone No Residence

Telephone No Mobile

  


E-mail address:

**5.2 Guarantor 02**

Title Mr  Mrs  Miss  Ms.  Other .....

Name in Full :

NIC No/Passport No:

Date of Birth:

Permanent Address: \* attach copy of utility bill.

Telephone No Residence

Telephone No Mobile

  


E-mail address:

**5.3 Employment Details**

Profession:

Name of Employer :

Office Address :

Telephone Number. :

Nature of Business :

Present Position (Designation) :

How long have been in the above Job? .....

Profession:

Name of Employer :

Office Address :

Telephone Number. :

Nature of Business :

Present Position (Designation) :

How long have been in the above Job? .....

**5.4 Financial Details - \* Attach pay slips / salary confirmation from employer**

Earnings

Employment (Net Income) .....

Business Income .....

Other Income (Specify) .....

1) .....

2) .....

3) .....

Total Earnings .....

Expenses

Household Expenses .....

Rent / Mortgage Instalments .....

Loan / Lease Repayments .....

Other Expenses (Specify) .....

1) .....

2) .....

Total Expenditure .....

**Surplus**

Earnings

Employment (Net Income) .....

Business Income .....

Other Income (Specify) .....

1) .....

2) .....

3) .....

Total Earnings .....

Expenses

Household Expenses .....

Rent / Mortgage Instalments .....

Loan / Lease Repayments .....

Other Expenses (Specify) .....

1) .....

2) .....

Total Expenditure .....

**Surplus**

We warrant that the answers give overleaf and in the attached annexures are in very respect true & accurate and that we have not withheld 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 Vehicles/Assets and Accessories if at any time you find that there has been any material misstatement or material nondisclosure in this proposal.

I/we authorize Co-Operative Leasing Company Limited to obtain reference on my credit worthiness / standing and details of all credit facilities from the Credit Information Bureau of Sri Lanka (CRIB) / Financial/Lending Institution and / or any other individual.

I/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 lease / a hire purchase contract and not one such as would constitute money lending.

Placed their signatures on the ..... Day of .....Year.....

.....  
**Signature of  
Primary Applicant**

.....  
**Signature of  
Joint Applicant**

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

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

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

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<b>Lessee / Hirer</b>		Deed & Other Documents of Land & Property Ownership		
Completed Application		Receipts of Paid Income Tax		
Invoice		Completed Lease / HP agreement		
Valuation Report		General Investigation Report (GIR) with Road Map		
CR of the Vehicle		Duly signed Transfer Papers MTA 06, MTA08, and MTA03.		
Valid Revenue License		Duplicate Key of the Vehicle		
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 (Applicant & Spouse)		Bank Statement for the last 3 Months		
Certificate of Residence / Billing proof		Pay slips for the last 1, 2, 3 months		
Bank Statement for the last 3 Months		Deed & Other Documents of Land & Property Ownership		
Pay slips for the last 3 months		Receipts of Paid Income Tax		

**Marketing Officer's Comments**

.....  
**Signature**

.....  
**Date**

**Authorized Signature** for Processing forward the Application

.....  
**Signature**

.....  
**Date**