



CO-OPERATIVE LEASING COMPANY LIMITED

“Ceyesta House”, No.327/3/1, Galle Road, Colombo-03, Sri Lanka

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APPLICATION MORTGAGE LOAN 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.

*Facility Amount Rs. *Tenor / Repayment Periods

Client Type: Public Limited Private Limited Partnership Sole Proprietorship

1.0 Company Information

Name:

Business Registration No:

Date of Reg / Incorporation:

*attach copy of business registration certificate

Office Address :

Status: Owned Rented

Number of years at present address :

Registered Address: (If same as above, write "AS ABOVE") * attach copy of utility bill.

Telephone No Office

Contact Person

Telephone No Mobile

Contact Person

E-mail address:

Website:

Nature of Business:

Industry / Segment:

1.1 Capital Structure

Authorized Capital Rs.

Paid up Capital Rs.

No of Share Issued

Value Per Share Rs.

1.2 Details of the Partners/Directors or the Proprietor

Name with Initials	Personal Address	Designation	Ownership/Share %	Phone No

1.3 Associate / Subsidiary Companies

Name of the Business	Address	Nature of Business	Interst / Ownership %

1.4 Particulars of bank accounts *attach savings / current account transaction reports of recent 3 months

Type of Accounts	Name of Bank	Branch	Account No
Savings			
Current			
Current			
Fixed Deposit			

1.5 Financial obligations

Institution	CLCL			
Type of Facility				
Credit Limit/Amount				
Security Offered				
Monthly Installment				
Outstanding Balance				

1.6 Details of fixed & moveable assets owned by the company

Asset	Details (Deed no/Reg No etc..)	Net Value	Mortgages / Charges
Land & Buildings			
Furniture & Fittings			
Equipment/ Machineries			
Vehicles			
Other:			

1.7 Company Financial Structure

	Year (.....)	Year (.....)	Year (.....)
Sales or Revenue			
Net Profit after tax			
NP Margin %			
Total Debts (Current + Non-Current Liabilities)			
Total Asset Value			

Names of Auditors:

*Please annex tax paid receipts, Certificate from Company auditors

2.0 Collateral Offered

2.01 Description of collateral offered:.....

2.02 Plan Date:	2.03 Lot No:
2.04 Plan No :	2.05 Size of Property:
2.06 North:	2.07 East:
2.08 South:	2.09: West

2.10 Present Market Value According to the Valuation (Rs).....
 2.11 Forced Sale Value:.....
 2.09 Name of the Valuer:

2.10 Address at which the land is located:

2.11 Nearest Post Office & Police Station:

5.0 Guarantors

5.1 Guarantor 01 **5.2 Guarantor 02**

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"/>
*Attach a copy of NIC	*Attach a copy of NIC

Date of Birth: <input type="text"/>	Date of Birth: <input type="text"/>
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Permanent Address: * attach copy of utility bill.	Permanent Address: * attach copy of utility bill.
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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:
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5.3 Employment Details

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?

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

Guarantor 01		Guarantor 02	
<u>Earnings</u>		<u>Earnings</u>	
Employment (Net Income)	Employment (Net Income)
Business Income	Business Income
Other Income (Specify)	Other Income (Specify)
1)	1)
2)	2)
3)	3)
Total Earnings	Total Earnings

Expenses Household Expenses Rent / Mortgage Instalments Loan / Lease Repayments Other Expenses (Specify) 1) 2) Total Expenditure Net Income	Expenses Household Expenses Rent / Mortgage Instalments Loan / Lease Repayments Other Expenses (Specify) 1) 2) Total Expenditure Net Income
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5.5 Financial Relationship *attach savings / current account transaction reports of recent 3 months

Guarantor 01			Guarantor 02		
Type of Accounts	Bank & Branch	Account No	Type of Accounts	Bank & Branch	Account No
Savings			Savings		
Current (Personal)			Current (Personal)		
Current (Business)			Current (Business)		
Fixed Deposit			Fixed Deposit		

5.6 Financial Liabilities

Guarantor 01			Guarantor 02		
Institution			Institution		
Type of Facility			Type of Facility		
Credit Limit			Credit Limit		
Monthly Installment			Monthly Installment		
Outstanding Balance			Outstanding Balance		

I/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 contract under any Mortgage Loan Facility which may be entered in to upon this proposal 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.....

.....
 Applicant's Signature
 (Authorized Signature on Rubber Stamp where applicable)

.....
 Signature of 1st Guarantor

.....
 Date

.....
 Signature of 2nd Guarantor

.....
 Date

DOCUMENTS & INFORMATION TO BE FORWARDED ALONG WITH THE APPLICATION

A. Memorandum & Articles of Association.	
B. Copy of Certificate of Business Registration / Incorporation	
C. Copy of latest Forms 1, 18 and 19 filed with the Registrar of Companies.	
D. Board Resolution for the proposed facility.	
E. Audited Financial Statements for the past three years.	
F. Last available draft accounts.	
G. Tax numbers & Turnover Taxpaying – in – slips for the past three quarters.	
H. A letter authorizing Cooperative Leasing Company Limited to obtain reference from your bankers	
I. Debtor's age analysis.	
J. Certificate of Borrowing.	
K. Particulars of bank account of the parties intend to incorporate as acceptors to the proposed facility	
L. Trade References.	
M. Project Report / Feasibility Study (if any)	

Check List (For Office Use Only)

Lessee / Hirer	Guarantors	01	02
Completed Application	Photocopy of N.I.C/D.L/ P.P		
Valuation Report	Certificate of Residence /Billing proof		
Deed & Other Documents of Land & Property Ownership	Bank Statement for the last 3 Months		
BR, Articles and Other Forms	Pay slips / Income Proofs for the last 3 months		
Board Resolution	Deed & Other Documents of Land & Property Ownership		
Audited Financial Statements	Receipts of Paid Income Tax		
Bank Statement for the last 3 Months			
Receipts of Paid Income Tax			
Certificate of Residence / Billing proof			
Completed Mortgage Loan agreement			
General Investigation Report (GIR) with Road Map			

Marketing Officer's Comments

..... Signature Date
Authorized Signature for Processing forward the Application	
.....

Signature

Date