

**Documentation for a (SME) Limited Liability Company**

- Completed application for credit & direct debit authority
- Latest external Accountant prepared financial accounts (no older than 18 months)
- Directors guarantee
- Copy of a recent property rates notice to confirm home ownership
- Director(s) copy of drivers license for identification

**Documentation for Sole Trader/Individual**

- Completed application for credit & direct debit authority
- Copy of recent property rates notice to confirm home ownership
- Proof of income to be supplied if not a home owner
- Applicant copy of drivers license for identification
- Business purpose declaration (individuals only)
- Latest external accountant prepared financial accounts from self employed applicants (no older than 18 months)

**Please forward original credit application and supporting documents to your FleetPartners contact at our office located in:**

Auckland  Hamilton  Wellington or  Christchurch with postal address details located below.

**Attention** \_\_\_\_\_

Motor vehicle operating lease  Motor vehicle finance lease  Other \_\_\_\_\_

Options:  Fully maintained OR  Non-maintained  Fuel cards

<div style="background-color: #f2f2f2; padding: 2px;"><b>Applicant details</b></div> <p>Company or Business name <input style="width: 95%;" type="text"/></p> <p>Company incorporation no. <input style="width: 95%;" type="text"/></p> <p>NZTA no. (NZ Transport Authority) <input style="width: 95%;" type="text"/></p> <p>TSL no. <input style="width: 95%;" type="text"/></p> <p>Surname of Director or Individual/Sole Trader <input style="width: 95%;" type="text"/></p> <p>Christian <input style="width: 45%;" type="text"/> Middle name <input style="width: 45%;" type="text"/></p> <p>Date of birth <input style="width: 15%; text-align: center; border-bottom: 1px solid black; border-right: 1px solid black; border-left: 1px solid black; border-top: 1px solid black; margin-bottom: 2px; border: none;" type="text"/> / <input style="width: 15%; text-align: center; border-bottom: 1px solid black; border-right: 1px solid black; border-left: 1px solid black; border-top: 1px solid black; margin-bottom: 2px; border: none;" type="text"/> / <input style="width: 15%; text-align: center; border-bottom: 1px solid black; border-right: 1px solid black; border-left: 1px solid black; border-top: 1px solid black; margin-bottom: 2px; border: none;" type="text"/></p> <p>Drivers license number <input style="width: 25%;" type="text"/> 3 last digits of DL NZ security no. <input style="width: 10%;" type="text"/></p> <p>Single <input type="checkbox"/> Married <input type="checkbox"/> Defacto <input type="checkbox"/></p> <p>New Zealand resident <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Work visa (period).....</p>	<div style="background-color: #f2f2f2; padding: 2px;"><b>Employment details</b></div> <p>I have been self employed for: <input type="checkbox"/><input type="checkbox"/> Years <input type="checkbox"/><input type="checkbox"/> Months        OR Time with current employer: <input type="checkbox"/><input type="checkbox"/> Years <input type="checkbox"/><input type="checkbox"/> Months</p> <p>My Business / Company / Employer's name: <input style="width: 95%;" type="text"/></p> <p>Business activity / My occupation <input style="width: 95%;" type="text"/></p> <p>Business / Work address <input style="width: 70%;" type="text"/> Postal address <input style="width: 20%;" type="text"/></p> <p>No &amp; street <input style="width: 70%;" type="text"/> PO Box <input style="width: 20%;" type="text"/></p> <p>Suburb <input style="width: 95%;" type="text"/></p> <p>City <input style="width: 60%;" type="text"/> Postcode <input style="width: 20%;" type="text"/></p> <p>Contact details <input style="width: 95%;" type="text"/></p> <p>Ph ( ) <input style="width: 15%;" type="text"/> Mobile <input style="width: 15%;" type="text"/></p> <p>Email <input style="width: 95%;" type="text"/></p>
<div style="background-color: #f2f2f2; padding: 2px;"><b>Residential details</b></div> <p><input type="checkbox"/> I own my home <input type="checkbox"/> I own rental property  <i>Please provide proof of income if you are not a home owner</i></p> <p><input type="checkbox"/> Currently rent</p> <p>I've been living here for:  <input type="checkbox"/><input type="checkbox"/> Years <input type="checkbox"/><input type="checkbox"/> Months</p> <p>Home address <input style="width: 60%;" type="text"/> Postal address <input style="width: 20%;" type="text"/></p> <p>No. &amp; street <input style="width: 60%;" type="text"/> PO Box <input style="width: 20%;" type="text"/></p> <p>Suburb <input style="width: 95%;" type="text"/></p> <p>City <input style="width: 60%;" type="text"/> Postcode <input style="width: 20%;" type="text"/></p> <p>My previous address <i>(if you have been living at your current address for less than 2 years)</i></p> <p>No. &amp; street <input style="width: 95%;" type="text"/></p> <p>Suburb <input style="width: 95%;" type="text"/></p> <p>City <input style="width: 60%;" type="text"/> Postcode <input style="width: 20%;" type="text"/></p>	<div style="background-color: #f2f2f2; padding: 2px;"><b>Previous employment</b></div> <p>Time with previous employer: <input type="checkbox"/><input type="checkbox"/> Years <input type="checkbox"/><input type="checkbox"/> Months</p> <p>My employer's / My business / My Company name: <input style="width: 95%;" type="text"/></p> <p>My occupation <input style="width: 95%;" type="text"/></p>
<p><b>Our offices;</b></p> <p><b>AUCKLAND:</b> 61 Mountain Road, Mt Wellington, Manukau 2241, PO Box 98899</p> <p><b>HAMILTON:</b> Suite B, 543 Te Rapa Rd, Te Rapa, Hamilton 3200</p> <p><b>WELLINGTON:</b> 20 Barker Street, PO Box 11800, Wellington 6142</p> <p><b>CHRISTCHURCH:</b> Corner Montreal &amp; Wilmer Street, PO Box 3253, Christchurch 8011</p>	

**Note: Motor vehicle insurance certificate of currency with FleetPartners interest recorded to be provided from applicants insurer prior to the delivery of any vehicle.**

#### Applicant (and if applicable guarantor) Personal Statement of Financial Position

Monthly Income		Monthly expenditure		(Owners) Asset value		Liabilities	
Pay after tax	\$	Mortgage/rent	\$	House	\$	Mortgage(s)	\$
Other income	\$		\$	Other property	\$	Loans/ODraft	\$
			\$	Vehicles	\$		
				Other (list)	\$	Credit card limit/s	\$
		Insurance	\$				
		Rates/phone/power	\$		\$	Other (list)	\$
		Living expenses	\$				
Total (A)	\$	Total (B)	\$	Total (C)	\$	Total (D)	\$
(A) – (B) = Monthly Surplus \$				(C) – (D) = Net Worth \$			

#### Acknowledgment and signoff

I warrant that the information provided herein is true and correct and I acknowledge it will be relied upon by FleetPartners to determine whether or not to accept my application for credit.

I acknowledge that the leasing of any vehicles by me from FleetPartners is subject to FleetPartners motor vehicle leasing terms and conditions agreement and/or FleetPartners finance leasing terms and conditions agreement. I agree to be bound by them and in addition the terms within FleetPartners operating lease "Fair Wear and Tear" guide.

#### Company applicant

Full name of company

Print signatory full name

Director Signature

Date

 /  / 

OR

#### Individual or Sole Trader

Name (print full name)

Signature

Date

 /  / 

#### Privacy Waiver

##### Authorisation for collection, use and disclosure of information

- I/we understand and authorise that:
- The information received from me/us will be securely held by FleetPartners I/we may access and correct this information under the Privacy Act 1993.
- The information may be used by FleetPartners to:
  - consider my/our application for facilities, products or services or any future applications for facilities, products or services;
  - administer, manage and monitor any facilities, products or services provided to me/us;
  - conduct market research, data processing and statistical analysis; and
  - unless I/we disagree, provide me/us with information about other facilities, products or services including selected third party products or services.
- FleetPartners may disclose information about me/us to its related companies (as defined by the Companies Act 1993), agents or contractors for the above purposes.
- FleetPartners may disclose information about me/us to credit reference agencies for the purpose of obtaining a credit report on me/us. Those credit reference agencies may retain that information and provide it to their customers who use their credit reporting services.
- If I/we default in any obligations to FleetPartners then information about me/us may be disclosed to credit reference or debt recovery agencies and retained by them. Those agencies may provide that information to their customers who use their credit reporting services.
- FleetPartners may obtain information and make such enquiries about me/us as FleetPartners consider warranted from any source including its related companies (as defined by the Companies Act 1993) and credit reference agencies for the above purposes.

Customer number:

**Applicant**

Applicant 1 (full name)

Date of birth

Applicant 2 (full name)

Date of birth

Applicant 3 (full name)

Date of birth

**Authorisation for collection, use and disclosure of information**

1. I/we understand and authorise that:
2. The information received from me/us will be securely held by FleetPartners I/we may access and correct this information under the Privacy Act 1993.
3. The information may be used by FleetPartners to:
  - consider my/our application for facilities, products or services or any future applications for facilities, products or services;
  - administer, manage and monitor any facilities, products or services provided to me/us;
  - conduct market research, data processing and statistical analysis; and
  - unless I/we disagree, provide me/us with information about other facilities, products or services including selected third party products or services.
4. FleetPartners may disclose information about me/us to its related companies (as defined by the Companies Act 1993), agents or contractors for the above purposes.
5. FleetPartners may disclose information about me/us to credit reference agencies for the purpose of obtaining a credit report on me/us. Those credit reference agencies may retain that information and provide it to their customers who use their credit reporting services.
6. If I/we default in any obligations to FleetPartners then information about me/us may be disclosed to credit reference or debt recovery agencies and retained by them. Those agencies may provide that information to their customers who use their credit reporting services.
7. FleetPartners may obtain information and make such enquiries about me/us as FleetPartners consider warranted from any source including its related companies (as defined by the Companies Act 1993) and credit reference agencies for the above purposes.

Dated this day  Month  Year 

Signature

Dated this day  Month  Year 

Signature

Dated this day  Month  Year 

Signature