HNB FINANCE PLC

KEY FACT DOCUMENT - LEASING

The product / Service	Financial and other benefit including any incentives & promotions	Fees/ charges, commissions, interest	Procedure to be followed to obtain product/ service	Major terms and condition
Leasing	-Acquisition of Brand New / Reconditioned or Registered vehicles. -Door step personalized service & assisting the customer in completing documentation. -Speedy processing & delivery -Attractable/competitive rates -Flexible repayment plans (structured & step up leases)	Interest – Depend on the present market rates & default rental charge is 04% per month. -Documentation fees/Processing fee below Less Than One Million Rs.7,000/-(If Capitalized Rs.8000/-) 1 < 2 Million Rs.8,000/- (If Capitalized Rs.10,000/-) 2 < 3-Million Rs.10,000/- (If Capitalized Rs.12,000/-) 3 < 4 Million Rs.12,000/-(If Capitalized Rs.14,000/-) 4 < 5 Million Rs.15,000/- (If Capitalized Rs.17,000/-) Over 5 Million Rs. 17,500/- (If Capitalized Rs. 20,000)	-Duly completed lease application form -Duly completed guarantor application (if available) -Submission of required financial information -Submission of information pertaining to the asset to be purchased / leased (Valuation report from HNBF approved valuer/Pro-forma invoice/Copy of the CR)	-facilities available for individual & corporate clientele -Individual applicants should be Sri Lankan citizens. -Minimum of 18 years of age not exceeding 60 years as at facility granting date (subject to credit approvals)
	-No personal guarantors / no prepayments (Conditions apply) -Discount for insurance	CRIB charges (Rs.250/- for each CRIB report) Internal valuation fee Rs.300/- Standard RMV charges -Stamp Duty 01% of the gross receivable -Loan / Lease protection insurance cover (Insurance cost) -Debt collection/Investigation/Legal charges may apply -Repossession charges / Yard expenses Etc.	Required documents for lease Individual Client's Copy of NIC/Driving license/Copy of passport which carries the NIC number Salary slips for the last 03 months (If employed) Recent banks statements. Proof of permanent residence. Business registrations (If available) Corporate client's	-Minimum tenure for a facility is 12 months while the maximum tenure for facilities ranges from 5-6 years. -Loan range Rs. 50,000 & above -Security for lease facility will be absolute ownership of the vehicle an additional security may be requested.

Classification - Confidential - Internal

Business registration Certificate of incorporation Certificate of firm Germen Memorandum of articles Memorandum of articles Audited financial statements of last 03 years Bank statement of last 06 months Memorandum of articles Audited financial statements of last 03 years Memorandum of articles Audited financial statement of last 06 months Bank statement of last 06 months Bank state of funds on due date to recover the installment -The facilities will be available at the sole discretion of the HNBF subject to completion of all required documents and in lie with the HNBF credit evaluation criteria. -Exceptions to be allowed on special cases

Key Fact Document – Flexi Draft

The product / Service	Financial and other benefit including any incentives & promotions	Fees/ charges, commissions, interest	Procedure to be followed to obtain product/ service	Major terms and condition
Flexi	- For short term working	Interest – Depend on the present market	-Duly completed loan	-facilities
Draft	capital requirement.	rates & default rental charge is 04% per month.	borrower application form	available for individual &
Registered vehicles.	New / Reconditioned or	-Documentation fees/Processing fee below	-Duly completed guarantor application	corporate clientele
		Less Than One Million Rs.7,000/	(if available)	-Individual
	-Door step personalized service & assisting the	1 < 2 Million Rs.8,000/- 2 < 3-Million Rs.10,000/- 3 < 4 Million Rs.12,000/-		applicants should be Sri

Classification - Confidential - Internal

customer in completing	4 < 5 Million Rs.15,000/-	-Submission of	Lankan
documentation.	Over 5 Million Rs. 17,500/-	required financial	citizens.
Consolius and accessos Q		information	NAimina of
-Speedy processing & delivery		-Submission of	-Minimum of 18 years of age
delivery	CRIB charges (Rs.250/- for each CRIB	information pertaining	not exceeding
-Attractable/competitive	report)	to the asset to be	60 years as at
rates	. ,	purchased (Valuation	facility granting
Tates	Internal valuation fee Rs.300/-	report from HNBF	date (subject
-Discount for insurance		approved valuer/Pro-	to credit
Discount for insurance	Standard RMV charges	forma invoice/Copy of	approvals)
	-Loan / Lease protection insurance cover	the CR)	-Maximum
	(Insurance cost)	Required documents	tenure for a
	,	for Flexi Draft	Flexi Draft is 12
	-Debt collection/Investigation/Legal		months.
	charges may apply	Individual Client's	
		 Copy of 	-Loan range Rs.
	-Repossession charges / Yard expenses	NIC/Driving	100,000 & above
	Etc.	license/Copy	above
		of passport which carries	-Security for
		the NIC	Flexi Draft
		number	facility will be
		 Salary slips for 	absolute
		the last 03	ownership of
		months (If	the vehicle and Personal
		employed) • Recent banks	Guarantees.
		statements.	
		Proof of	-
		permanent	Comprehensive
		residence.	insurance for
		 Business 	mortgaged
		registrations	asset
		(If available) Corporate client's	-Direct
		Business	payment to
		registration	vendors/
		Certificate of	suppliers to
		incorporation	ensure end use of funds with
		 Certificate of 	the consent of
		firm	the borrower
		 Memorandum of articles 	
		Audited	-Deposit of
		financial	funds on due
		statements of	date to recover
		last 03 years	the installment
		• Bank	-The facilities
		statement of	will be
		last 06 months	available at the
		IIIOIIUIS	sole discretion
			of the HNBF
			subject to
			completion of all required
			documents and
			in lie with the
			HNBF credit
 		Classification - Cor	nfidential - Internal

		evaluation criteria.
		Criteria.
		-Exceptions to be allowed on
		special cases
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Complaint Procedure

The following methods are available to customers to lodge complaints

- Through the Branch manager
- Through our call centre 011-2024848
- Write to: The Manager, Call Center, HNB Finance PLC, No 168, Nawala Road, Nugegoda.

In the event a satisfactory solution is not provided by the Company, customer can escalate his/her complain to the office of the Financial Ombudsman of Sri Lanka.

The Financial Ombudsman, Financial Ombudsman Office of the Financial Ombudsman 143A, Vajira Road Colombo 05

Contact number: +94 11 259 5624 **TeleFax**: +94 11 259 5625 **Email**: fosril@sltnet.lk **Website**: www.financialombudsman.lk