

# 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
<p><b>Leasing</b></p>	<p>-Acquisition of Brand New / Reconditioned or Registered vehicles.</p> <p>-Door step personalized service &amp; assisting the customer in completing documentation.</p> <p>-Speedy processing &amp; delivery</p> <p>-Attractable/competitive rates</p> <p>-Flexible repayment plans (structured &amp; step up leases)</p> <p>-No personal guarantors / no prepayments (Conditions apply)</p> <p>-Discount for insurance</p>	<p><b>Interest</b> – Depend on the present market rates &amp; default rental charge is 04% per month.</p> <p><u>-Documentation fees/Processing fee</u> below            Less Than One Million Rs.7,000/-<b>(If Capitalized Rs.8000/-)</b>            1 &lt; 2 Million Rs.8,000/- <b>(If Capitalized Rs.10,000/-)</b>            2 &lt; 3-Million Rs.10,000/- <b>(If Capitalized Rs.12,000/-)</b>            3 &lt; 4 Million Rs.12,000/-<b>(If Capitalized Rs.14,000/-)</b>            4 &lt; 5 Million Rs.15,000/- <b>(If Capitalized Rs.17,000/-)</b>            Over 5 Million Rs. 17,500/- <b>(If capitalized Rs. 20,000)</b></p> <p>CRIB charges (Rs.250/- for each CRIB report)</p> <p>Internal valuation fee Rs.300/-</p> <p>Standard RMV charges</p> <p><u>-Stamp Duty</u>            01% of the gross receivable</p> <p>-Loan / Lease protection insurance cover (Insurance cost)</p> <p>-Debt collection/Investigation/Legal charges may apply</p> <p>-Repossession charges / Yard expenses Etc.</p>	<p>-Duly completed lease application form</p> <p>-Duly completed guarantor application (if available)</p> <p>-Submission of required financial information</p> <p>-Submission of information pertaining to the asset to be purchased / leased (Valuation report from HNB approved valuer/Pro-forma invoice/Copy of the CR)</p> <p><u>Required documents for lease</u></p> <p><u>Individual Client's</u></p> <ul style="list-style-type: none"> <li>• Copy of NIC/Driving license/Copy of passport which carries the NIC number</li> <li>• Salary slips for the last 03 months (If employed)</li> <li>• Recent banks statements.</li> <li>• Proof of permanent residence.</li> <li>• Business registrations (If available)</li> </ul> <p><u>Corporate client's</u></p>	<p>-facilities available for individual &amp; corporate clientele</p> <p>-Individual applicants should be Sri Lankan citizens.</p> <p>-Minimum of 18 years of age not exceeding 60 years as at facility granting date (subject to credit approvals)</p> <p>-Minimum tenure for a facility is 12 months while the maximum tenure for facilities ranges from 5-6 years.</p> <p>-Loan range Rs. 50,000 &amp; above</p> <p>-Security for lease facility will be absolute ownership of the vehicle an additional security may be requested.</p>

			<ul style="list-style-type: none"> <li>• Business registration</li> <li>• Certificate of incorporation</li> <li>• Certificate of firm</li> <li>• Memorandum of articles</li> <li>• Audited financial statements of last 03 years</li> <li>• Bank statement of last 06 months</li> </ul>	<p>- Comprehensive insurance for leased asset</p> <p>-Direct payment to vendors/ suppliers to ensure end use of funds with the consent of the borrower</p> <p>-Deposit of funds on due date to recover the installment</p> <p>-The facilities will be available at the sole discretion of the HNBF subject to completion of all required documents and in line with the HNBF credit evaluation criteria.</p> <p>-Exceptions to be allowed on special cases</p>
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## 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
<b>Flexi Draft</b>	<p>- For short term working capital requirement.</p> <p>- Acquisition of Brand New / Reconditioned or Registered vehicles.</p> <p>-Door step personalized service &amp; assisting the</p>	<p><b>Interest</b> – Depend on the present market rates &amp; default rental charge is 04% per month.</p> <p><u>-Documentation fees/Processing fee</u> below</p> <p>Less Than One Million Rs.7,000/            1 &lt; 2 Million Rs.8,000/-            2 &lt; 3-Million Rs.10,000/-            3 &lt; 4 Million Rs.12,000/-</p>	<p>-Duly completed loan borrower application form</p> <p>-Duly completed guarantor application (if available)</p>	<p>-facilities available for individual &amp; corporate clientele</p> <p>-Individual applicants should be Sri</p>

<p>customer in completing documentation.</p> <p>-Speedy processing &amp; delivery</p> <p>-Attractable/competitive rates</p> <p>-Discount for insurance</p>	<p>4 &lt; 5 Million Rs.15,000/- Over 5 Million Rs. 17,500/-</p> <p>CRIB charges (Rs.250/- for each CRIB report)</p> <p>Internal valuation fee Rs.300/-</p> <p>Standard RMV charges</p> <p>-Loan / Lease protection insurance cover (Insurance cost)</p> <p>-Debt collection/Investigation/Legal charges may apply</p> <p>-Repossession charges / Yard expenses Etc.</p>	<p>-Submission of required financial information</p> <p>-Submission of information pertaining to the asset to be purchased (Valuation report from HNBF approved valuer/Pro-forma invoice/Copy of the CR)</p> <p><u>Required documents for Flexi Draft</u></p> <p><u>Individual Client's</u></p> <ul style="list-style-type: none"> <li>• Copy of NIC/Driving license/Copy of passport which carries the NIC number</li> <li>• Salary slips for the last 03 months (If employed)</li> <li>• Recent banks statements.</li> <li>• Proof of permanent residence.</li> <li>• Business registrations (If available)</li> </ul> <p><u>Corporate client's</u></p> <ul style="list-style-type: none"> <li>• Business registration</li> <li>• Certificate of incorporation</li> <li>• Certificate of firm</li> <li>• Memorandum of articles</li> <li>• Audited financial statements of last 03 years</li> <li>• Bank statement of last 06 months</li> </ul>	<p>Lankan citizens.</p> <p>-Minimum of 18 years of age not exceeding 60 years as at facility granting date (subject to credit approvals)</p> <p>-Maximum tenure for a Flexi Draft is 12 months.</p> <p>-Loan range Rs. 100,000 &amp; above</p> <p>-Security for Flexi Draft facility will be absolute ownership of the vehicle and Personal Guarantees.</p> <p>- Comprehensive insurance for mortgaged asset</p> <p>-Direct payment to vendors/ suppliers to ensure end use of funds with the consent of the borrower</p> <p>-Deposit of funds on due date to recover the installment</p> <p>-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</p>
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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@slt.net.lk **Website:** [www.financialombudsman.lk](http://www.financialombudsman.lk)