

# LEASING APPLICATION FORM

**Date:** .....

<b>1. Applicant Details</b>			
<b>Company Name</b>			
<b>Registered Office Address</b>			
<b>Business Address</b>			
<b>Incorporation Date</b>		<b>Incorporation Number:</b>	
<b>Sector of activity</b>			
<b>Business Activity</b>			
<b>Business Registration Number</b>			
<b>VAT Registration Number</b>			
<b>Contact Person</b>			
<b>Phone Number</b>		<b>Email address:</b>	
<b>Website</b>			
<b>Purpose of funding</b>			
<b>Amount requested</b>			

## 2. Capital Structure and Directors

<b>Stated Capital</b>			
<b>Shareholders and percentage of shareholding</b>			
			% Shares
			% Shares
			% Shares
<b>Directors</b>			
<b>Affiliated Companies and common Directors</b>			
<b>Ultimate Beneficial Owner(s)</b>			
<b>Source of Funds</b>		<b>Source of Wealth:</b>	
<b>Target markets</b>			

## 3. Bank Details

<b>Bank</b>		<b>Branch:</b>	
<b>Bank Account Number</b>			

## 4. Overview of the Company

	Year 1	Year 2	Year 3	Current Year Forecast
<b>Turnover</b>				
<b>Profit before Tax</b>				
<b>Net Current Assets</b>				
<b>Total Equity</b>				

### 5. Financing Facilities

Bank/Financial Institutions	Facility Type	Credit Limit/Initial Balance	Outstanding Balance	Rate	Term of Facility

### 6. Purchase Details

#### (a) Description of asset/s to be purchased

<b>Type of equipment</b>	
<b>Make</b>	
<b>Model</b>	
<b>Supplier</b>	
<b>Quotation Number</b>	

#### (b) Other information on asset to be purchased

<b>Cost of Asset (excluding VAT)</b>	<b>MUR</b>
<b>VAT</b>	<b>Payable by the Lessee to the Supplier</b>
<b>Down payment</b>	<b>MUR (% of Cost of Asset)</b>
<b>Finance Lease Amount</b>	<b>MUR (% of Cost of Asset)</b>
<b>Lease period</b>	<b>Months</b>

#### (c) Insurance

The asset(s) under lease must be insured by taking out an All-Risks insurance cover, for not less than the amount of the cost of the asset, assigned in favour of IFCM Ltd.

**Choice of Insurance Company**

.....  
I/We ..... the undersigned declare that I/we exercise my/our free choice as to the insurance company required to guarantee the lease granted to me/us.

## 7. Client's Declaration

I/We ....., declare that I/We:

- Have contracted a loan/lease
- Have not contracted any other loan/lease
- Have applied for a loan/lease
- Have not applied for any other loan/lease

within the twelve months prior to the date of this application from any Financial Institution.

## 8. Applicant Consent

By providing your email address and/or mobile phone number, you consent to receive electronic communication from the Industrial Finance Corporation of Mauritius (IFCM) Ltd or any other party acting on its behalf.

I/We authorise Industrial Finance Corporation of Mauritius (IFCM) Ltd to obtain information on my / our credit status from MCIB.

By providing your signature herein, you accept the offer of the facilities offered by Industrial Finance Corporation of Mauritius (IFCM) Ltd as set forth in this application form, altogether with the respective terms and conditions and /or agreement (as may be amended) that shall follow the application form.

I/We understand that Industrial Finance Corporation of Mauritius (IFCM) Ltd reserves the right to reject the application at its sole discretion without stating any reason.

## 9. Insurance and Maintenance Cost

The Lessee shall bear all the costs relative to Insurance (Full Comprehensive cover/All Risk cover) and maintenance as per terms of lease contract.

The lessee undertakes to insure the said leased asset under a full comprehensive and / or All Risk cover and to renew such insurance for its market price or the lease outstanding amount whichever is higher at an insurance company duly licensed by the Financial Services Commission, and to forward a copy of the insurance to the lessor upon each renewal until full settlement of the said lease.

## DECLARATION AND AUTHORISATIONS

I/We confirm that to the best of my/our knowledge and belief, that the information provided herein is true, correct, and complete and that I/We have not withheld any material information relevant to the present application and confirm our understanding that the information provided together with any other documentation submitted in connection with this application that will constitute the basis of the lease applied for. I/We further agree to inform Industrial Finance Corporation of Mauritius (IFCM) Ltd (the 'Company') of any change in any information / documentation provided.

I/We further acknowledge that if the lease facility applied for is thereby granted, the Company shall systematically provide information pertaining to the said credit facility to the MCIB for subsequent amendment and storage in its credit information database as provided under relevant Sections of the Bank of Mauritius Act 2004 and/or the Banking Act 2004.

I/We understand that the facility, if approved, will be governed by the laws of Mauritius. I/We acknowledge and understand that the Company will have to carry out independent identity verification in line with Customer Due Diligence as required under the Financial intelligence and Anti Money Laundering Act ('FIAMLA') 2002, Financial Intelligence and Anti Money Laundering Regulations 2018 and other relevant Anti-Money Laundering Laws and Regulations governing the activities of the Company.

I/We understand that it is my/our sole responsibility to setup, amend/change my standing order or direct debit instruction in such a way that allow timely payment of monthly lease amount due to the Company. The Company will not be held responsible for any payment related issues, such as but not limited to, delays erroneous amounts and/or amounts received in excess either during and/or after the duration of the lease agreement.

I/We hereby authorise the Company to act on any instructions received from me by fax and email and indemnify the Company against all actions, liabilities, claims, costs and expenses in relation to the latter acting on such instructions and agree to be liable in respect of future accounts or transaction to which I am party.

I/We declare to the best of my knowledge that any amount of money transferred/paid, and/or that will be transferred/paid to the company does not originates from the proceeds of any activity categorised as a crime under Section 2 of the FIAMLA 2002. Moreover, cash payments shall not be accepted.

By providing my/our signature herein, I/We accept the offer of the facilities offered by IFCM, as set forth in this application form, altogether with the respective terms and conditions and/or agreements (as may be amended) that shall follow the application form.

I/We acknowledge that the Company may accept or refuse the present application at its discretion and without any obligation to provide reasons to the applicant.

## DATA PROTECTION

### Personal Data

Personal data is defined as any information relating to an identified or identified natural person, shall be considered as confidential information. IFCM undertakes to treat the Personal Data confidentially and securely in line with the provisions of the Data Protection Act 2017, (DPA) as amended from time to time.

### Data Collection

I/we acknowledge that the Bank of Mauritius has, in the exercise of the powers conferred upon it by law, established a Central Credit Bureau, the "Mauritius Credit Information Bureau" (MCIB) to

collect information from banks and financial institutions regarding the credit facilities which they grant to the Applicant and its related parties in order to enable a bank or financial institutions which is approached for a credit facility by a customer to obtain information from MCIB regarding any credit facilities granted to that customer by other banks - the information so collected will be kept in strict confidence by MCIB and the banks or financial institutions concerned IFCM will, as part of its appraised process of the present application, access MCIB to seek information on credit facilities provided to me/us by other banks or financial institutions, I/we authorize IFCM to do so - it will be a term of the credit facility applied for, if granted, that information regarding it shall be given to MCIB for the use of MCIB and other banks and financial institutions. IFCM will not be sending your personal data outside Mauritius.

I/we acknowledge and understand that under Section 39 of the Financial Crimes Commission (FCC) Act 2023, it is an offence to provide any false, misleading or fraudulent documents or information for the purpose of obtaining a credit facility. I further acknowledge that submitting such false or fraudulent information constitutes fraud and false representation under the law.

I/we agree that it is my responsibility to fully and accurately disclose all information with regards to my application to IFCM in accordance with Section 40 of the FCC Act 2023. IFCM shall bear no responsibility for verifying undisclosed or inaccurately disclosed information.

In the event that I/we commit or am/are found to have committed any act of false representation or provided any falsified or misleading information, I/we shall be fully responsible and liable for such offence.

I/we understand and agree that IFCM reserves the right to reject my application and to take any additional action it deems appropriate in accordance with the applicable laws and its internal policies.

#### **Data processing**

I/We understand that prior to providing any facility to potential clients, IFCM is obliged under relevant Anti-Money Laundering and Combating Financing of Terrorism Laws and Regulations to conduct and be satisfied of Customer Due Diligence measures and perform credit risk assessment.

In case the Company cannot satisfactorily conduct Customer Due Diligence measures and gather the necessary information / documents from you, it may not be able to process your lease application further.

#### **Processing by Third Party**

IFCM may use Third Parties to conduct screenings in line with our internal compliance policies and procedures and perform credit risk assessment.

#### **Retention period**

IFCM will process your personal data throughout the lease period and retain your personal data for seven years, as per FIAMLA 2002, from the date you cease to be a client or that the lease is terminated. If for any reason your application for lease is not approved by IFCM, we will keep your documents for a period of one month after which we will permanently destroy your application pack.

IFCM undertakes not to reveal or otherwise disclose the Personal Data to any external body, unless:

1. It has obtained the express consent of the Applicant;
2. It is under either a legal obligation; or
3. the Personal Data is disclosed to any agent, service provider, professional adviser or any other person that has a need-to-know for the performance of a contract established with IFCM.

**Your Rights**

Pursuant to the provisions of the DPA, the Applicant acknowledges that he has, in relation to his Personal Data which is in the custody or control of IFCM, the right:

1. to access to, to request rectification and erasure;
2. to object to the processing;
3. to withdraw consent at any time (when consent is the legal basis), without affecting the lawfulness of processing based on the consent which he had provided prior to his withdrawal.

**Complaint**

Should the Applicant wish to exercise any of the aforementioned rights or should he/she have any queries relating to the processing of his/her Personal Data, he/she may contact IFCM Data Protection Officer at [info@ifcm.mu](mailto:info@ifcm.mu)

In case you are not satisfied with the reply provided. you may refer the complaint to the Data Protection Commissioner.

**The Applicant acknowledges that the consent given in this Application Form applies to all Personal Data provided to IFCM as from now on.**

**Date:** ...../...../20...

.....  
**Authorised Signature**

.....  
**Authorised Signature**

.....  
**Name**

.....  
**Name**



**COMPANY SEAL**

**10. OFFICE USE**

Application received by: ..... Signature .....

Date Received .....

<b>KYC Checklist</b>		
<b>Individual</b>		
1	National Identity Card or Passport	
2	Proof of Address (recent utility Bill or Bank Statement, issued within the last 3 months)	
3	Bank Reference Letter, issued within the last 3 months (For PEPs and other customers as required by Section 17 of the Financial Intelligence and Anti-Money Laundering Act 2002)	
4	Business Registration Card	
5	Trade Licence (current validity)	
6	Latest Financial Statements, Management Account or financial summary or MRA Return (where applicable)	
7	Bank Statement (for previous 6 months)	
8	Business Plan and Cash Flow Forecast for 3 years	
9	Quotation/proforma invoice of assets to be financed	
10	Bank Reference Letter issued within the last 3 months (For PEPs and other customers as required by the Internal Policies and Procedures of IFCM)	
<b>Corporates</b>		
1	Certificate of Incorporation	
2	Constitution (If applicable)	
3	Business Registration Card	
4	Certificate of Current Standing, not older than 1 month	
5	Latest Audited Financial Statements, Management Account or MRA Return	
6	Trade Licence (current validity)	
7	Any other operational licences	
8	Company proof of address (Utility bill or Bank Statement/Reference, issued within the last 3 months)	
9	VAT Certificate (if applicable)	
10	Board resolution to approve lease facility taken with IFCM and signatories' mandate	
11	Bank Statement of the Company (Last 6 months)	
12	Business Plan and Cash Flow Forecast for 3 years	
13	Corporate Structure	
14	Quotation/proforma invoice of assets to be financed	
15	Individual Director and Shareholder	
	(a) National Identity Card or Passport (b) Recent Utility Bill, issued within the last 3 months (c) Bank Reference Letter, issued within the last 3 months (For PEPs and other customers as required by Section 17 of the Financial Intelligence and Anti-Money Laundering Act 2002)	
	Corporate Director and Shareholder (a) Certificate of Incorporation (b) Corporate Profile (c) Latest Audited Financial Statements or Management Account	

*\* All the KYC documents must be submitted in original or as certified true copies as required by the FSC Handbook.*

*\* The above list of documents is not exhaustive and any other relevant documents/information may be requested, depending on the result of customer risk assessment.*