



**BUSINESS PROPOSAL FORM**

Tel : 08712222690

Fax : 08713100350

Email: [sales@thecarleasecompany.com](mailto:sales@thecarleasecompany.com)

*Make & Model	-----	*Rental Profile	-----
*Contract Length	-----	*Annual Mileage	-----
*Monthly Rental	-----		
*Admin Fee	-----		

**CLIENT DETAILS \* REQUIRED FIELDS**

*Company Name	-----	*Address	-----
*Trading Style	-----		
*Registered Name	-----		
*Company Reg No.	----- for Limited Companies only	*City/Town	-----
*Core Activity	-----	*County	-----
*Main Switchboard	-----	*Postcode	-----
Main Fax Number	-----	No. of employees	-----
*Property Status	-----	*Date Established	-----
Website URL	-----	Fin. Year End	-----
		Fleet Size	-----
		No. of LCVs	-----

**CONTACT DETAILS**

*Main Contact	-----	*Direct Line	-----
*Job Title	-----	*Mobile Phone	-----
Email Address	-----		

**PRINCIPAL DIRECTORS/PARTNERS DETAILS**

*Full Name	-----	-----	-----
Email Address	-----	-----	-----
Mobile Number	-----	-----	-----
Home Phone	-----	-----	-----
*Marital Status	-----	-----	-----
*No. of Dependents	-----	-----	-----
*Date of Birth	----- DD/MM/YYYY	----- DD/MM/YYYY	----- DD/MM/YYYY
*Current Address	-----	-----	-----
*City/Town	-----	-----	-----
*County	-----	-----	-----
*Postcode	-----	-----	-----
*Date moved in	-----	-----	-----
*Previous Address (if less than 5 years at Current Address)	-----	-----	-----
*City/Town	-----	-----	-----
*County	-----	-----	-----
*Postcode	-----	-----	-----
*Date moved in	-----	-----	-----

**BANKING DETAILS**

*Bank Name	-----	*Address	-----
*Sort Code	-----		
*Account Name	-----	*City/Town	-----
*Account Number	-----	County	-----
*Account Opened	-----	Postcode	-----



## CAR CONTRACT HIRE & LEASING SPECIALISTS

6 Harforde Court, John Tate Road Hertford Herts SG13 7NW  
ph: 0871 222 2690 fax : 0871 310 0350 web: [www.thecarleasecompany.com](http://www.thecarleasecompany.com)

### DATA PROTECTION ACT

Are there any Defaults or Judgements registered against either the Company Yes  No  or the Partners / Directors

Yes  No  If so please provide details below.

In carrying out credit checks we will register your name and address with a licensed Credit Reference Agency. A 'confidential' record of the search will be kept by the Agency and ourselves.

### QUOTATION

This quotation is valid for 14 days. It is not a contractual offer capable of acceptance by you and a proposal based on this quotation will be subject to acceptance by an Underwriter and The Car Lease Company.

### PRE – CONTRACT ORDER CONFIRMATION

We are pleased to confirm our order with regard to the above quoted vehicle. Please instruct your approved Finance Company / Supplying Dealer to proceed with obtaining relevant credit facilities. We confirm that should such facilities be made available and that the contract is fair and reasonable we will proceed with our firm order.

Signed: .....

Dated: .....

### ADDITIONAL DETAILS



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### **REQUESTED DOCUMENTS CHECKLIST**

**Please email or fax across the following. Remember that your application will not be processed and will suffer undue delay until all documents are submitted and are correct and complete.**

### **New Start Businesses (any business that has not filed or only filed it's first set of accounts)**

- Complete all the Required Fields marked with a star in the CH Prop form where applicable
- The Form must indicate - Full name, address including post code, date of birth and landline telephone details for **all** directors/partners/sole trader
- A higher initial payment (6 in advance) will be required for start up businesses
- [Copy of the Business Headed Paper in case of a Company](#)
- [Copy of Business plan including opening balance sheet and cash flow forecast](#)
- [Copy of Latest management accounts](#)
- [Proof of Credit - Copy of last 6 months consecutive business bank statements](#)
- [Proof of Identity for all directors/partners/sole trader](#) - Clear Legible Copy of Driving licence (photocard-both sides and paper counterpart if new style) for all directors/sole trader/partners. Ideally a scanned copy or a very clear faxed copy would suffice as well.
- [Proof of Address for all directors/partners/sole trader](#) - (less than ninety days old) i.e. a copy of a personal utility bill or personal bank statement for all directors/sole trader/partners.