kingsway
FINANCE & LEASING

Customer No:

Hirer's Checklist

Customers who are introduced to lease agreements by equipment suppliers are recommended to take the following steps:

1. Make it clear within your own organisation who can sign such agreements.
2. Ensure that the supplier of any equipment involved is reputable and an accredited supplier of the equipment involved.
3. Check the name of the leasing company, and where relevant its parent company, on the page of the lease agreement which you sign and whether this company is a member of the Finance & Leasing Association. FLA members are required to ensure that their contracts are clear and unambiguous.
4. Ensure with the supplier that the equipment is new, or if not that you are content that used or refurbished equipment is suitable.
5. Always ensure that the completed contract corresponds with any verbal or written quotation and, for copiers, a lease proposal sheet supplied via the sales person or negotiator involved.
6. Read your contract carefully before signing it and ensure it is correct, particularly in respect of the rental amount and the period of hire. Never sign an agreement which is not fully completed.
7. Make sure you understand and agree with all terms and conditions of the contract and, if you are unsure, seek advice.
8. Make sure you understand the costs involved and whether the agreement allows for any automatic increases in charges.
9. Check the period of hire and any notice period required for its termination and the settlement terms to be applied on early termination.
10. Ensure that the length of the agreement is not longer than the expected working life of the equipment involved.
11. Check whether the agreement includes the supply of service(s) and whether this will continue after any minimum or initial period of hire. If you are entering into a separate contract for the provision of service you should check its terms carefully.
12. If any amendments are made to your contract or a further contract is required to replace an existing agreement – do not sign until you have made the same checks as you did for the original agreement.

Hirer's Contact Details

Nature of Business ENGINEERING Years in this business 15
Telephone No. 0161 476 0215 Co Reg No 376401
E-Mail Address Vat Reg No
Equipment Location (if different from opposite) N/A

Home Address (1) Postcode DOB
Home Address (2) Postcode DOB

Direct Debit Instruction

Please fill in the form and return it to:

Instruction to your Bank or Building Society to pay by Direct Debit

DIRECT Debit

Name and full postal address of your Bank or Building Society

To: The Manager BARCLAYS Bank/Building Society
Address 27 MILLGATE
MANCHESTER Postcode M1 3DE

Name(s) of Account Holder(s)

GREENMOUNT HOLDINGS PLC

Bank/Building Society account number

0	1	2	3	4	5	6	7

Branch Sort Code

0	1	0	2	0	3

Originator's Identification Number

Reference Number

Instruction to your Bank or Building Society

Please pay the originator Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with the originator and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s) M Greenmount

Date 1 / 5 / 2009

Banks and Building Societies may not accept Direct Debit Instructions for some types of accounts

This Guarantee should be detached and retained by the payer

Direct Debit Guarantee

DIRECT Debit

- This guarantee is offered by all Banks and Building Societies that take part in the Direct Debit Scheme. The efficiency and security of the scheme is monitored and protected by your own Bank or Building Society.
- If the amounts to be paid or the payment dates change, the Originator will notify you ten working days in advance of your account being debited or as otherwise agreed.
- If an error is made by the Originator or your Bank or Building Society, you are guaranteed a full and immediate refund from your branch of the amount paid.
- You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Please also send a copy of your letter to the Originator.

HIRE AGREEMENT REGULATED BY THE CONSUMER CREDIT ACT 1974

Agreement No:

Owner: Kingsway Finance & Leasing plc, Barons Court, Manchester Road, Wilmslow, Cheshire SK9 1BQ Tel: 01625 540600 Fax: 01625 540601

Hirer's Details

Full Name GREENMOUNT HOLDINGS PLC
Trading as
Business Address UNITS 20-25 CLYDESDALE RD
MANCHESTER Postcode M1 3DE

Key Financial Information

Quantity	Description of Equipment	Serial Numbers	(✓) New	(✓) Not new
ONE	RANK XEROX DC340 PHOTOCOPIER		☑	☐
			☐	☐
			☐	☐

Minimum Rental Period: SIXTY (Months in words)

Rental Frequency (✓): Monthly ☐ Quarterly ☑ Annually ☐

First Rental: £ 910.00 Ex. VAT — £ 1,069.25 Inc. VAT

Followed by a minimum of: NINETEEN (Number in words)

Subsequent Rentals of: £ 910.00 Each Ex. VAT — £ 1,069.25 Each Inc. VAT

The Minimum Rental Period starts on the Date of Agreement when the first Rental is payable together with an Administration Fee of £150 + VAT. Subsequent Rentals are payable through the Minimum Rental Period in the amount and at the frequency stated above.

On each anniversary of this agreement we will charge you an annual service fee of £40 plus VAT. This is detailed in clause 2.6.

Rentals during any continuation of hire after the Minimum Rental Period shall be payable in the amount and at the frequency last stated above.

Rentals will be increased by 3% if you cancel or change your method of payment (see clause 2.5 overleaf). If the assumptions relating to writing down allowances and/or corporation tax set out in clause 8.3 overleaf prove not to be correct, we may vary the Rentals by the amount we consider necessary to put us in the position as if the assumption had been correct.

You may terminate this Agreement on giving not less than 3 months' written notice in which case you will pay us a sum equal to any arrears or other sums due at the date of termination plus all future Rentals for the remainder of the Minimum Rental Period discounted at a rate of 3% per annum after application of any net resale proceeds as set out in clause 6.1 overleaf.

Key Information

If you do not pay any monies when due, we will charge you interest on the overdue amount at the rate of 2% per month, as set out in clause 2.4 overleaf. We will charge £35 + VAT on each occasion that we have to write to you regarding overdue payments (as set out in clause 2.3). You must also pay any expenses, costs and charges incurred by us in finding you, the Equipment, taking back the Equipment or for any visit we make to your premises to find out why you have not paid. If you fail to insure the Equipment or show proof of insurance on request, you must pay us any cost incurred by us in arranging insurance. On termination of this Agreement, you must pay to us any costs incurred by us in repossessing, storing, insuring, inspecting or selling the Equipment and delivering it to the buyer.

If we terminate this Agreement pursuant to clause 5.2 overleaf, you must pay us a sum which is equal to any arrears or other sums due at the date of termination plus all future Rentals for the remainder of the Minimum Rental Period discounted at a rate of 3% per annum after application of any net resale proceeds as set out in clause 6.1 overleaf.

You must pay any costs that we incur in enforcing the Agreement, including legal expenses and repossession fees, on a full indemnity basis. You may be liable for the charges set out in clause 8.3 overleaf.

This agreement is not cancellable.

MISSING PAYMENTS: Missing payments could have severe consequences and may make obtaining credit more difficult.

IMPORTANT – READ THIS CAREFULLY TO FIND OUT ABOUT YOUR RIGHTS
The Consumer Credit Act 1974 covers this Agreement and lays down certain requirements for your protection which should have been complied with when this Agreement was made. If they were not, the Owner cannot enforce this Agreement against you without getting a court order.
If you would like to know more about your rights under the Act, contact either your local Trading Standards Department or your nearest Citizens' Advice Bureau.

SIGNATURE(S) OF HIRER(S)

This is a Hire Agreement regulated by the Consumer Credit Act 1974. Sign it only if you want to be legally bound by its terms.

Signature(s) M Greenmount

of Hirer(s)

Under this agreement the goods do not become your property and you must not sell them.

Name of Signatory... MICHAEL GREENMOUNT
Position ... DIRECTOR
Name of Signatory...
Position ...

Signature of Witness M Brown
Name ... MARK BROWN
Address ... 4 APRIL RD MANCHESTER M23 8DY

IMPORTANT – USE OF YOUR INFORMATION

You have a right to know how we will use your personal information. It is important that you read the "Use of Your Information" notice overleaf before you sign.
We may pass your details to any other company in any corporate group of which we are a member, to any company, business or intermediary associated with us and to any person acting on your behalf for any purpose connected with the group's business.
We, or those identified above, may contact you by post, e-mail, fax or telephone to tell you about other products and services which may be of interest to you. **You have a right at any time to stop us from contacting you or giving your details to others for these purposes. You may write to us at Barons Court, Manchester Road, Wilmslow, Cheshire SK9 1BQ if you wish us to stop.**

Hirer's Application and Signature of Owner

This Hire Agreement is made between Kingsway Finance & Leasing plc (the "Owner" "we", "our", "us" which expressions shall include our successors and assigns) and the Hirer who agrees to take on hire from the Owner the Equipment detailed in the Key Financial Information for the period and at the rental specified upon the General Terms and Conditions set out overleaf. If: (i) you are a body corporate; (ii) you are a partnership consisting of entirely bodies corporate; (iii) you are a partnership of 4 or more partners; (iv) the total payments you must make under the agreement are more than £25,000 including VAT and you are entering into the agreement wholly or predominantly for a business purpose, then the agreement will not be regulated by the Consumer Credit Act 1974 and any statement in the agreement about the act and its consequences will not apply.

You the Hirer ask us to buy the Equipment detailed in the Key Financial Information and to hire that Equipment to you for the Fixed Rental Period specified in the Key Financial Information. If we agree to your request we will sign and date this Agreement. When we sign, the Agreement will be legally binding on the terms and conditions set out overleaf. By signing this agreement you the hirer confirm that you are entering into this agreement wholly or predominantly for the purposes of a business carried on, or intended to be carried on, by you.

Acceptance by the Owner ..... (Authorised Signatory) ..... (Date of Agreement)

KFL/REG+NON REG/MPLR 04.09