

Inventory of Merchandise Signing Guide

Failure to follow the instructions below will result in rejection of the agreement and cause a delay in payout.

Please ensure you use the applicable Inventory of Merchandise for either a Lease or HP

The Lessee or Hirer must sign as below;

Signed on Behalf of Hirer / Lessee: This is the customer's signature and needs to match the signature on the main document

Position: This is the customer's position within the business e.g Director

Dated: The date the Inventory is signed

Witness Signature: This must be an independent witness and cannot be a relative or family member of the customer

Name and Address: This is the full name and address of the witness **If there are multiple pages** please have the customer initial each page.

Please ensure at the time of Signing the Documentation that you refer back to the acceptance for any other paperwork requested, please ensure that all requested paperwork is sent back with the signed documents to our office address: Catfoss Finance Limited, Elite House, Spellowgate, Drifffield, East Yorkshire, YO25 5UP. We can payout on scanned copies of the document providing we have all the information requested on the acceptance and that the documents are sent using a recorded postal service the same day. Please Note when we payout on scanned copies we will hold any commission until we receive the original paperwork.