

LA2 – This document is suitable for Non Regulated Lease Agreements for Non Limited Companies Only.

LA2 – Document Signing Guide

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

The Lessee must sign the document in the following places;

Page 2: The Certificate of Acceptance, this must be signed by the Lessee where it says “Signature of (or on behalf of) Lessee. This also needs to be dated on the next line and initialled at the bottom left where it says “Customer Initials”

Page 3: The Main Agreement, this must be signed by the Lessee where it says “Signature(s) of (on behalf of) the lessee” and initial on the bottom left of the page where it says “Customer Initials”

Page 4: Agreement Terms & Conditions, this must be initialled on the bottom left of the page where it says “Customer Initials”

The Direct Debit: This must be signed by the authorised signatory in the box next to “Signature” and dated in the box next to “Date”.

***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.***