



# FINANCIAL SERVICE PROVIDERS

*Our aim, your gain*

- **Mortgages**
- **Business Finance**
- **Franchise Advice**
- **Budgeting**
- **Business Mentoring**

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 Email dweusten@fspnz.com • www.fspnz.com

## Application for Business Finance

*To enable Financial Service Providers NZ Ltd to arrange offers of finance from the lenders approached, we require you to complete this application form (this one form will be used for all lenders approached, so you only have to fill it in once).*

Borrowers Full Name Or Company Name

Ownership Type? *Please tick one*

<input type="checkbox"/> Sole Trader	<input type="checkbox"/> Partnership
<input type="checkbox"/> Company	<input type="checkbox"/> Trust

*If company*

Company Number:  Date Incorporated:

Business Trading Address		Business Phone	
		Business Fax	
Postal Address (If different from above)		Mobile	
	Post Code <input style="width: 100px;" type="text"/>	Email <input style="width: 150px;" type="text"/>	

Year Commenced Trading  Number of employees

Who are the owners/shareholders/partners/etc?

Name	Owned	Position	Years of industry experience
1.	%		
2.	%		
3.	%		
4.	%		

<b>Solicitor</b>	<b>Accountant</b>
Name of Firm	Name of Firm
Your Contact	Your Contact
P O Box	P O Box
Phone	Phone
Fax	Fax
Email	Email

**Business (and personal) Lending requested.**

In name of	Current Debt or Limits	New Amount or Limits	Term Requested	Fixed or Floating
	\$	\$		
	\$	\$		
	\$	\$		
	\$	\$		
	\$	\$		
<b>Total</b>	<b>\$</b>	<b>\$</b>		

**Security being offered**

Details of Security (e.g. Mortgage, GSA ...)	Owner of Security	Address of Property	Lender Holding Security	Estimated Market Value
				\$
				\$
				\$
				\$
				\$
				\$

Does any other Lender hold securities?  Yes  No  
 Does any Applicant act as a guarantor for any other lending not listed above?  Yes  No

**Additional Information**

Does your Business do more than 25 % of its business with one customer/supplier  Yes  No  
 If Yes, Give details:

Is the principal place of business subject to a lease agreement  Yes  No  
 If Yes, Briefly summarise terms and expiry date:

Does the Business own property?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Has the business ever diversified?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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Is the business a franchise?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Does the business import/export?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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**Briefly describe your business**

**Key Personnel (to this application)**

**Personal Details of Applicant/Guarantor/Director/Trustee**

<b>Surname</b>			
Mr	Mrs	Ms	Miss
<b>First Name (s)</b>			
<b>Date of Birth</b>		<b>Country of Birth</b>	
<b>NZ Residency Held?</b>		Yes <input type="checkbox"/> No <input type="checkbox"/>	
<b>Marital Status</b> Married <input type="checkbox"/> Defacto <input type="checkbox"/> Single <input type="checkbox"/>		<b>Sex</b> Male <input type="checkbox"/> Female <input type="checkbox"/>	
<b>IRD Number</b>			
<b>ID Type - Passport or Birth Certificate Firearms Licence</b>		Number Issued Expiry	
<b>ID Type – Drivers Licence</b>		Number Issued Expiry	
<b>Current Address</b>			
<b>Time there</b>	Years	Months	
If less than 3 years, your previous address		Yrs	Mths
_____		___	___
_____		___	___
<b>Home Phone Number</b>	<b>Work Phone Number</b>		
<b>Postal Address</b>	<b>Mobile Phone</b>		
<b>Email Address</b>			
<b>Age of Dependents</b>			
Are you currently (tick one)			
Renting <input type="checkbox"/> Own your own home <input type="checkbox"/> Boarding <input type="checkbox"/>			
Other <input type="checkbox"/>			
<b>Occupation</b>			
<b>Main Source of Income (tick one)</b>			
Salary/Wages <input type="checkbox"/> Self Employed <input type="checkbox"/> Other <input type="checkbox"/>			
<b>Employer/Business Name</b>			
<b>How Long</b>	Years	Months	
If less than 3 years, your previous employment		Yrs	Mths
_____		___	___
_____		___	___

**Personal Details of Applicant/Guarantor/Director/Trustee**

<b>Surname</b>			
Mr	Mrs	Ms	Miss
<b>First Name (s)</b>			
<b>Date of Birth</b>		<b>Country of Birth</b>	
<b>NZ Residency Held?</b>		Yes <input type="checkbox"/> No <input type="checkbox"/>	
<b>Marital Status</b> Married <input type="checkbox"/> Defacto <input type="checkbox"/> Single <input type="checkbox"/>		<b>Sex</b> Male <input type="checkbox"/> Female <input type="checkbox"/>	
<b>IRD Number</b>			
<b>ID Type - Passport or Birth Certificate Firearms Licence</b>		Number Issued Expiry	
<b>ID Type – Drivers Licence</b>		Number Issued Expiry	
<b>Current Address</b>			
<b>Time there</b>	Years	Months	
If less than 3 years, your previous address		Yrs	Mths
_____		___	___
_____		___	___
<b>Home Phone Number</b>	<b>Work Phone Number</b>		
<b>Postal Address</b>	<b>Mobile Phone</b>		
<b>Email Address</b>			
<b>Age of Dependents</b>			
Are you currently (tick one)			
Renting <input type="checkbox"/> Own your own home <input type="checkbox"/> Boarding <input type="checkbox"/>			
Other <input type="checkbox"/>			
<b>Occupation</b>			
<b>Main Source of Income (tick one)</b>			
Salary/Wages <input type="checkbox"/> Self Employed <input type="checkbox"/> Other <input type="checkbox"/>			
<b>Employer/Business Name</b>			
<b>How Long</b>	Years	Months	
If less than 3 years, your previous employment		Yrs	Mths
_____		___	___
_____		___	___

***Personal***  
***Statement of Financial Position as at:*** \_\_\_\_\_

**Bank** \_\_\_\_\_ **Branch:** \_\_\_\_\_

**Name:** \_\_\_\_\_

<b>Liabilities</b>	<b>Value</b>
Overdraft –	
Loans –	
Credit Cards Limits \$.....	
Borrowings – Other Banks	
Outstanding Accounts	
Loans on Life Policies	
<b><i>Mortgages/Loans</i></b>	
<b><i>Owing to:            Assets Charged:</i></b>	
<b><i>Hire Purchase</i></b>	
<b><i>Company:            Asset Concerned:</i></b>	
Taxation Due	
(State type)	
Other Liabilities (detail):	
Other Credit Cards	
Other Bank Loans	
<b><u>Total Liabilities \$</u></b>	
<b>SURPLUS \$</b>	
<b>Total – To agree with Total Assets \$</b>	

<b>Assets</b>	<b>Value</b>
Banks – Cheque Account	
- Savings Account	
- Call Account	
- Term Deposit	
Other Bank Accounts	
Money Clubs/Finance Co. Deposits	
Building Societies/Credit Unions	
House Property Purchased	
For \$                      Insured \$	
GV \$                      Dated	
In Name of	
Other Properties (detail):	
<b><i>Motor Vehicle(s):</i></b>	
Make                      Model	
Make                      Model	
Caravan	
Boat	
Superannuation.	
Shares, etc. market value	
Contents \$	Do not extend
Antiques/Art \$	
Coins/Stamps \$	
Life Policies:	
Date taken out    Sum Assured    Ann	
Premium Due	
\$                      \$                      SV	
\$                      \$                      SV	
Other Assets (detail):	
<b><u>Total Assets \$</u></b>	

**Contingent Liabilities** (Guarantees to Banks & Others)  
 Yes  No

**I/We declare that the information given above is true and correct.**

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Financial Service Providers NZ Limited will securely hold the information received from you. You may request access to the information by contacting FSP, and you may also request that it be corrected. The information will be used to support your (or a loan you are supporting) loan application FSP may disclose information about you to credit reference agencies for the above purposes. FSP may obtain information and make such enquiries about you as FSP may consider warranted from any source, including credit reference agencies for the above purposes.



## Information Privacy

Please note that any personal information received by Financial Service Providers NZ Ltd (“FSP”) will be securely held by FSP. The people concerned may request access to the information by contacting FSP. The people concerned may request that the personal information be corrected.

Information in this Application, including any personal information, will be used by FSP to prepare the Application for finance and any other banking facilities that may be requested from time to time. The applicants also authorise any lender approached by FSP to carryout any enquiry they deem appropriate to enable full consideration of the application to be completed.

Without prejudice to any other rights at law, which FSP may have, FSP may disclose information about the persons and/or organisations named in this Application to credit reference agencies and any other FSP Group companies for the above purposes.

*FSP may seek and obtain information or make further enquires as it considers is necessary from any person, including credit reference agencies and other business, for the above purposes.*

### Authority & Declaration

I/we certify that the information in this Application is true and correct and discloses all material matters that I/we know of which affect my/our business, assets or financial condition.

I/we authorise FSP to make such enquires as consideration of this Application may require and also Authorise the lender to disclose my personal information to FSP during the term of the loan in order to answer my queries or to assist me with my financial arrangements as my circumstances change.

*I/we understand that FSP provides a Professional Finance Consulting Service for its clients and charges for its time, we have authorised FSP to seek the finance outlined in this application.*

*We further understand and agree to pay FSPNZ a preparation fee of \$500 which will be invoiced on our instruction to proceed. A further fee of up to 1.5% will be based on total lending drawn down. FSP will credit the upfront \$500 and any funds received by the lender from the fee payable should the finance be drawn down. **NOTE: should your actions result in the lender’s commission to FSP being clawed back, FSP reserves the right to charge for its time @\$200 per hour.***

**Applicant** (Each Applicant to sign below and tick in what capacity you have signed)

Full Name	Signature	Date
	x	
Capacity signed		
<input type="checkbox"/> Individual <input type="checkbox"/> Partner <input type="checkbox"/> Director <input type="checkbox"/> Trustee <input type="checkbox"/> Guarantor		

Full Name	Signature	Date
	x	
Capacity signed		
<input type="checkbox"/> Individual <input type="checkbox"/> Partner <input type="checkbox"/> Director <input type="checkbox"/> Trustee <input type="checkbox"/> Guarantor		

Full Name	Signature	Date
	x	
Capacity signed		
<input type="checkbox"/> Individual <input type="checkbox"/> Partner <input type="checkbox"/> Director <input type="checkbox"/> Trustee <input type="checkbox"/> Guarantor		

# Checklist

Document	Enclosed Yes/No	Comment
Application form completed & signed	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Copies of ID (Passport or DL)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Last 3 years Balance Sheets & Profit & Loss reports	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Evidence of personal income (If applicable)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Monthly cashflow forecasts for the next 12 months.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Year to date Profit & Loss trading figures	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Details of Aged debtors & Creditors. With Commentary.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Details of industry experience of Directors Brief CV	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Copy of your Business Plan	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Copies of last 3 months Cheque accounts statements and 6 months of loan statements	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Copies of property valuations (If held and applicable)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Copy of sale and purchase agreement (if purchasing)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Copy of Certificate of Incorporation and Constitution (if a company)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Copy of Trust Deed (if a Trust)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Copy of your partnership agreement (if a partnership)	<input type="checkbox"/> Yes <input type="checkbox"/> No	