



**People's Leasing & Finance PLC**

**Key Facts Document**

**Leases & Loans**

## 1. Key Facts Document - Leases

<b>Description &amp; Purpose of the product</b>	<p><b>Description:</b></p> <p><b>Leasing:</b></p> <p>Carrying the principles of commitment to customers as the top priority, here's a range of leasing solutions offered to you, whether you're professional, businessmen or corporate body.</p> <p><b>Leasing product with variable interest:</b></p> <p><b>Variable interest</b></p> <p>Leasing product offers a range of features to customers who intends to purchase motor vehicles through leasing out the asset from People's Leasing. This product offers an affordable monthly rental with extension repayment up to seven years.</p> <p><b>Purpose:</b></p> <p>Customers can use this product for the purpose of purchasing motor vehicles, especially this product focus on granting facilities for commercial vehicles</p>
<b>Benefits to customers</b>	<p>Facilities to purchase cars, buses, lorries, jeeps, tractors, three wheelers, agricultural machinery, construction machinery and equipment</p> <p>The customers would get the following benefits under the variable interest leasing product.</p> <p>I. Extended repayment of seven years would offer an affordable rental  II. Ability to obtain facilities under both fixed and variable interest rates.  III. Ability to make Payments against the capital to set off the capital partly.  IV. Ability replace the asset during the repayment period</p>
<b>Target Market</b>	<p>The product is targeted both individuals and business enterprises with able repayment capacity to offer this product.</p>
<b>Main terms and conditions</b>	<p>Customers can apply to this product with the following details.</p> <p>I. Identification proof – (NIC/DL/PP)  II. Address proof (NIC/Utility bill/GS certificate)  III. Income proof – (Salary Slips/Bank Documents/other income proof documents)  IV. Guarantor details – (ID proof/Billing proof/Income Proof)  V. Vehicle details – Supplier Details/Vehicle details</p> <p><u>For Corporate customers</u></p> <p>I. Identification proof – (BR/form 41 or form 1)  II. Address proof – (Form 13)  III. Income proof – (Financial Statements/Bank Documents/other income proof documents)  IV. Guarantor details – (ID proof/Billing proof/Income Proof)  V. Vehicle details – Supplier Details/Vehicle details</p>
<b>Legal provision</b>	<p>Finance Leasing Act No 56 of 2000</p>
<b>Rate</b>	<p>Interest rates based on the customer risk profile and it ranged from 10% to 23%</p>

<b>Fees &amp; Charges</b>	The Following charges are applicable for finance lease facility. 1. Crib Fees –LKR 750/- 2,500/- 2. Vehicle Inspection Fees- LKR 3000/- 4500/- 3.Postage –LKR 2000/-3750/- 4. Stamp Fees 5. RMV Fees- LKR 3000/- 6. Insurance Premiums Penal rates will be applicable only after 5 days of grace period, Penal interest rate applicable is 48% p.a.
---------------------------	---

- For the customer complaint handling procedure, refer the last page of the document

## 2. Key Facts Document - Auto Loan

<b>Description &amp; Purpose of the product</b>	<p><b>Description :</b></p> <p>Auto loan product offers a range of features to customers who intends to purchase domestic motor vehicles which includes motor cars , jeeps and dual purpose vehicle through mortgaging the asset from People’s Leasing. This product offers an affordable monthly rental with extension repayment up to seven years.</p> <p><b>Purpose:</b></p> <p>Customers can use this product for the purpose of purchasing motor vehicles, especially this product is focus on granting facilities for domestic vehicles.</p>
<b>Benefits to customers</b>	<p>The customers would get the following benefits under the variable interest auto loans.</p> <ul style="list-style-type: none"> <li>I. Extended repayment of seven years would offer an affordable rental</li> <li>II. Ability to obtain facilities under both fixed and variable interest rates</li> <li>III. Ability replace the asset during the repayment period</li> <li>IV. Less documentation fees</li> </ul>
<b>Target Market</b>	<p>The product is targeted professional individual and business entities which purchase vehicles for their personal usage</p>
<b>Main terms and conditions</b>	<p>Customers can apply to this product with the following details</p> <ul style="list-style-type: none"> <li>I. Identification proof -(NIC/DL/PP)</li> <li>II. Address proof – (NIC/Utility bill/GS certificate)</li> <li>III. Income proof – (Salary Slips/Bank Documents/other income proof documents)</li> <li>IV. Guarantor details – (ID proof/Billing proof/Income proof)</li> <li>V. Vehicle details – Supplier Details/Vehicle details</li> </ul> <p><b>For Corporate customers</b></p> <ul style="list-style-type: none"> <li>I. Identification proof – (BR/form 41 or form 1)</li> <li>II. Address proof – (Form 13)</li> <li>III. Income proof – (Financial Statements/Bank Documents/other income proof documents)</li> <li>IV. Guarantor details - (ID proof/billing proof/ Income Proof Address proof – (Form 13)</li> <li>V. Vehicle details – Supplier Details/Vehicle details</li> </ul>
<b>Legal provision</b>	<p>Mortgage act No. 06 of 1946 As amended by Act No. 3 of 1990</p>
<b>Rate</b>	<p>Interest rates based on the customer risk profile and it ranged from 10% to 23%</p>
<b>Fees &amp; Charges</b>	<p>The Following charges are applicable for auto loan facility.</p> <ul style="list-style-type: none"> <li>1. Crib Fees- LKR 750/- 2,500/-</li> <li>2. Vehicle Inspection Fees- LKR 3000/- 4500/-</li> <li>3. Postage-LKR 2000/-3750/-</li> </ul>

	<p>4. Stamp Fees</p> <p>5. RMV Fees- LKR 3000/-</p> <p>6. Insurance Premiums</p> <p>Penal rates will be applicable only after 5 days of grace period, Penal interest rate applicable is 48% p.a.</p>
--	--

- For the customer complaint handling procedure, refer the last page of the document

### 3. Key Facts Document - Shakthi Business Loans

<b>Description &amp; Purpose of the product</b>	<p>Shakthi Business loan is designed to cater the financial requirement business community. Under this product customers can fulfill their short term as well as long term financial Requirements.</p> <p><b>Short term “Shakthi” Business loans –</b></p> <p>Purpose: For the purpose of working capital requirements such as settling operational cash Requirements, settling short term debtors and for other requirements which can be served with in 12 months customers can apply for short term “Shakthi” Business loans.</p> <p><b>Long term “Shakthi” Business loans –</b></p> <p>Purpose: For the purpose of invest in business expansions, investing in new business opportunities, and acquire/build properties customers can apply for “Shakthi” long term business loans.</p>
<b>Benefits to customers</b>	<p>The customers would get the following benefits under the “Shakthi” business loans.</p> <ol style="list-style-type: none"> <li>I. Affordable Interest rates with the ability to apply under variable interest.</li> <li>II. Ability to make payments against the capital to set off the capital partly.</li> <li>III. Ability provide both vehicles and properties ad collaterals</li> </ol>
<b>Target Market</b>	<p>The business community with viable business projects and positive cash flows are targeted with this product.</p>
<b>Main terms and conditions</b>	<p>Customers can apply to this product with the following details</p> <ol style="list-style-type: none"> <li>I. Identification proof - (NIC/DL/PP)</li> <li>II. Address proof – (NIC/Utility bill/GS certificate)</li> <li>III. Income proof – (Salary Slips/Bank Documents/other income proof documents/new projects if any)</li> <li>IV. Guarantor details – (ID proof/Billing proof/Income Proof)</li> <li>V. Collateral details – Vehicle details or Property details</li> </ol> <p><u>For Corporate Customers</u></p> <ol style="list-style-type: none"> <li>I. Identification proof - (BR/form 41 or form 1)</li> <li>II. Address proof – (Form 13)</li> <li>III. Income proof - (Financial Statements/Bank Documents/other income proof documents/new projects if any)</li> <li>IV. Guarantor details – (ID proof/Billing proof/Income Proof Address proof – (Form 13)</li> <li>V. Collateral details – Vehicle details or Property details</li> </ol>
<b>Legal provision</b>	<p>Mortgage act No. 06 of 1946 As amended by Act No. 3 of 1990</p>
<b>Rate</b>	<p>Interest rates based on the customer risk profile and it ranged from 10% to 23%</p>
<b>Fees &amp; Charges</b>	<p>The Following charges are applicable for Shakthi Business Loan facility.</p> <ol style="list-style-type: none"> <li>1. Crib Fees- LKR 750/- 2,500/-</li> <li>2. Vehicle / Property Inspection Fees- LKR 3000/- 23000/-</li> <li>3. Postage-LKR 2000/-3750/-</li> <li>4. Stamp Fees</li> </ol>

	<p>5. RMV Fees - LKR 3000/- 6.Mortgage charges if applicable 7. Legal Fees if applicable 8. Caveat Fees if applicable 9. Loan Protection Insurance if applicable Penal rates will be applicable only after 5 days of grace period, Penal interest rate applicable is 48% p.a.</p>
--	---

- For the customer complaint handling procedure, refer the last page of the document

#### 4. Key Facts Document – ‘Shasthra’ Education Loan

<b>Description &amp; Purpose of the product</b>	<p>“Shasthra” education loan was designed to assist customers in the funding requirements for their educational purposes.</p> <p><b>Purpose:</b></p> <p>Customers can apply this loan to fulfill their educational requirements. Customers can use this product to settle local and overseas institutes for their educational expenses.</p>
<b>Benefits to customers</b>	<p>The customers would get the following benefits under the “Shasthra” education loan</p> <ol style="list-style-type: none"> <li>I. No processing fees</li> <li>II. No settlement fees</li> <li>III. Documentation assistance in processing VISA</li> </ol>
<b>Target Market</b>	<p>The students and professionals who is looking for financial assistance are the target market of this product.</p>
<b>Main terms and conditions</b>	<p>Customers can apply to this product with the following details</p> <ol style="list-style-type: none"> <li>I. Identification proof (NIC/DL/PP)</li> <li>II. Address proof – (NIC/Utility bill /GS certificate)</li> <li>III. Income proof – (Salary Slips/Bank Documents/other income proof documents/new</li> <li>IV. Educational program details</li> <li>V. Guarantor details–(ID Proof /Billing proof/Income Proof)</li> <li>VI. Collateral details– Vehicle details or Property details</li> <li>VII. For student - applicants the joint applications to be processed with a guardian.</li> </ol>
<b>Legal provision</b>	<p>Mortgage act No. 06 of 1946 As amended by Act No. 3 of 1990</p>
<b>Rate</b>	<p>Interest rates based on the customer risk profile and it ranged from 10% to 23%</p>
<b>Fees &amp; Charges</b>	<p>The Following charges are applicable for “Shasthra” education loan facility.</p> <ol style="list-style-type: none"> <li>1. Crib Fees- LKR 750/- 2,500/-</li> <li>2. Vehicle / Property Inspection Fees- LKR 3000/- 23000/-</li> <li>3. Postage-LKR 2000/-3750/-</li> <li>4. Stamp Fees</li> <li>5. RMV Fees - LKR 3000/-</li> <li>6.Mortgage charges if applicable</li> <li>7. Legal Fees if applicable</li> <li>8.Caveat Fees if applicable</li> <li>9. Loan Protection Insurance if applicable Penal rates will be applicable only after 5 days of grace period, Penal interest rate applicable is 48% p.a.</li> </ol>

- For the customer complaint handling procedure, refer the last page of the document



## 5. Key Facts Document – “Quick Cash” personal Loan

<b>Description &amp; Purpose of the product</b>	Address all your financial needs with a hassle-free scheme designed for customers who are in salaried permanent employment and can be obtained for any of the following purposes a. Construction, purchasing, renovation, extension, repairs and modifications of a house b. Educational purposes c. Overseas travels d. Weddings and other social functions. e. Any other personal need (purchasing consumer durables, jewelry, etc.)
<b>Benefits to customers</b>	The customers would get the following benefits under the “Quick Cash” personal loan <ul style="list-style-type: none"> <li>• Plan your installments according to your repayment capacity</li> <li>• Request only Two personal Guarantors for the loan as collateral</li> <li>• Quick Cash loan scheme is simple and quick so that the customers would be able to have their financial needs attended to easily without wasting much time as in other loan schemes.</li> </ul>
<b>Target Market</b>	Should be an employee in permanent cadre in the following sectors <ul style="list-style-type: none"> <li>• Government Sector: employees who have been appointed to the permanent cadre and possess a service period of minimum of 2 years</li> <li>• For Corporations / Authorities / Boards and other approved state organizations: employees who possess minimum  <ul style="list-style-type: none"> <li>• 2 years’ service period including 1 year as permanent employee.</li> </ul> </li> <li>• For bankers, licensed finance companies and listed companies: employees who possess minimum 2 years of service including 1 year as permanent employee.</li> <li>• Other companies approved by People’s Leasing &amp; Finance PLC: employees who possess 4 years’ service period including 2 years in permanent cadre</li> </ul>
<b>Main terms and conditions</b>	<ul style="list-style-type: none"> <li>• Minimum-Rs.50,000/- Maximum - Rs. 1, 500,000/- (Rs.1.5 million)</li> <li>• Period Up to 100,000/-24 months Up to 500,000/-36 months Above 500,000/--48 months</li> <li>• Guarantor First guarantor should be working for the same employer as the loan applicant</li> <li>• compulsory to open a savings account with People's Leasing &amp; Finance PLC</li> </ul>
<b>Legal provision</b>	Mediation Act
<b>Rate</b>	Interest rates based on the customer risk profile and it ranged from 10% to 23%
<b>Fees &amp; Charges</b>	Processing fee-LKR 2000/-3750/- CRIB charges - LKR 750/- 2,500/- Insurance payment

- For the customer complaint handling procedure, refer the last page of the document

## 6. Key Facts Document – Fast Track

<b>Description &amp; Purpose of the product</b>	'Fast Track' is a short term loan facility offered to meet the immediate financial needs of the customers, including working capital requirements. The main target market for the 'Fast Track' product will be existing customers with a good credit track record or history and in exceptional circumstances, new customers with sound financial back ground.
<b>Benefits to customers</b>	<p>Customer has the ability to top up the loan amount within the approved limit at any given time within the approved loan period and reutilize. However, the system will continue this as one and the same facility.</p> <p>Ability of the customer to utilize the full amount of the approved loan at once in one go or in several tranches through subsequent disbursements in which event all subsequent disbursements will be treated as multiple disbursements under the same facility (not as separate sub loan) and shown in the system as one facility.</p>
<b>Target Market</b>	<p>Any existing customer/corporate/business with a good credit history is eligible to apply for the 'Fast Track' loan. However, the customer should provide proof (justification) that the customer actually has immediate cash and/or working capital requirement and the capacity to repay.</p> <p>New customers with proven sound financial background will be considered in very exceptional circumstances.</p>
<b>Main terms and conditions</b>	<p>A Maximum loan period of two (02) years (minimum loan period will be 3 months).</p> <p>Security based (movable and immovable) loan facility with the ability to substitute the security.</p> <p>A maximum loan amount of Rs.5, 000,000/- and a minimum of Rs.100, 000/-.</p> <p>Minimum Payment (monthly basis) = Interest on capital outstanding.</p> <p>Option for the customer to make bulk payments (part capital payments) and reduce the capital outstanding.</p> <p>Maximum period given for the main loan facility is 2 years from the system approved date. Minimum period will be 3 months.</p>
<b>Legal provision</b>	Mortgage act No. 06 of 1946 As amended by Act No. 3 of 1990
<b>Rate</b>	Interest rates based on the customer risk profile and it ranged from 10% to 23%
<b>Fees &amp; Charges</b>	<p>Stamp duty (0.1%) on the Demand Pro Note is charged upfront for the total value of the main loan facility. Thereafter, stamp duty will not be charged for each subsequent disbursements of the loan. Further, stamp duty will not be charged again when a customer settles the facility in full and reutilizes it within the approved loan period</p> <p>CRIB charges LKR 750/- 2,500/-, postage-LKR 2000/-3750/-, customer/business inspection charges, vehicle inspection charges- LKR 3000/- 4500/- , RMV charges- LKR 3000/-, Insurance charges for loan protection and Mortgage charges will be applicable. All these charges will be applied upfront only at the initial processing stage.</p>

	<p>Insurance charges for movable assets (vehicles) should be paid annually throughout the loan period</p> <p>Documentation/processing fees and early settlement charges will not be applicable</p>
--	--

- For the customer complaint handling procedure, refer the last page of the document

## 7. Key Facts Document - Housing Loan product "Sanasum Piyasa"

<b>Description &amp; Purpose of the product</b>	<p>PLC "Sanasum Piyasa" Housing Loan is ideally designed to suit your needs with non-traditional Flexible loan features because, there is no need to settle /close the facility due to change of asset or if the asset is sold.</p> <p>PLC Housing loan facility offers a versatile financial solution that consists of substitution of borrower, Asset Replacement, and flexible repayment system including Grace period up to 5 years, Capital part settlement to make your dream Home a reality.</p> <p><b>Purpose:</b></p> <p>The loan will be Considered for the following purpose.  Purchase of bare Land. Construction, Renovation, Extension &amp; Repairs of House Purchase a fully complete House or Condominium for the Residential /Investment purpose Purchase a Condominium under Construction</p>
<b>Benefits to customers</b>	<ul style="list-style-type: none"> <li>-A maximum capital grace period up to 60 months</li> <li>-Loan repayment period up to maximum of 15 years</li> <li>-Loan approval within 3 working days &amp; cash in hand /days</li> <li>-Plan your installments according to your repayment capacity</li> <li>-Reduction of loan installment or loan period by part settlement at any time</li> <li>-Assistance to obtain required documents such as, extracts from land registry, draft deed, local Authority documents. (Street lines, non-vesting, ownership)</li> <li>-A tailored loan package, minimum documentation, speedy and totally hassle free process with doorstep service</li> </ul>
<b>Target Market</b>	<p>A Sri Lankan citizen who has a fixed source of income including employees of public and private sectors, professionals, businessmen/entrepreneurs with a good repayment capacity</p>
<b>Main terms and conditions</b>	<p>Applicant should be Sri Lankan citizens of age between 18-60 with an adequate repayment capacity with clear CRIB Records.</p> <p>Land extent Limit For Mortgage Loan The extents of lands to be considered when providing Mortgage Loan facilities shall be equal to or more than the minimum extents of the land as prescribed in Local Government Authority law (Municipal Council, Urban Council and Pradeshiya Sabha) Laws and the minimum extents might vary time to time as per the amendments done to said Local Government Authority laws.</p> <p><b>Documents Required:</b></p> <p>Duly completed 'Sanasum Piyasa' Housing Loan application form.</p> <ul style="list-style-type: none"> <li>-Copy of National Identity Card.</li> <li>-Income proof</li> <li>-Property Related Documents (Title Deed, Survey Plan etc.)</li> </ul>
<b>Legal provision</b>	<p>Mortgage Act no 6 of 1949 as amended by Act No. 3 of 1990</p>
<b>Rate</b>	<p>Interest rates based on the customer risk profile and it ranged from 10% to 23%</p>
<b>Fees &amp; Charges</b>	<p>The Following charges are applicable for Senasum Piyasa Business Loan Facility.</p> <ol style="list-style-type: none"> <li>1. Crib Fees- LKR 750/- 2,500/-</li> <li>2. Vehicle / Property Inspection Fees- LKR 3000/- 23000/-</li> <li>3. Postage-LKR 2000/-3750/-</li> </ol>

	<p>4. Stamp Fees Applicable 5. Mortgage charges if applicable 6. Legal Fees if applicable 7. Loan Protection Insurance if applicable Penal rates will be applicable only after 5 days of grace period, Penal interest rate applicable is 48% p.a.</p>
--	---

- For the customer complaint handling procedure, refer the last page of the document

## 8. Key Facts Document – Gold Loan

<b>Description &amp; Purpose of the product</b>	Utilize your gold items to the maximum value by applying for a loan against them as a speedy and convenient solution to your financial needs.  <b>Purpose:</b>  Provided financial solution for urgent cash need
<b>Benefits to customers</b>	-Highest gold loan advance for your gold articles. Loans offered at the lowest interest rates in the gold loan market. -Absolutely no hidden/additional charges. Able to settle gold loan in easy installments at your discretion. -Easy repayment schemes to select from 1, 3, 6 and 12 months. Free insurance cover for your gold. -Extend loan period by paying minimum interest at maturity. -Ability redeem individual article when you have several gold loan facilities with us. -You are served by well-trained, experienced and friendly staff. -SMS notifications prior to the maturity date.
<b>Target Market</b>	This service is designed for both the Investment and Retail Gold loan customer Segments comprising of jewelry manufacturers, pawnbrokers and jewelry store owners.
<b>Main terms and conditions</b>	-The gold mixture of the article should not be less than 16 carat or 67% purity. Gold coins, gold biscuits, gold bars, “Katty” or “moozed gold” also acceptable with utmost care and due diligence -Loan Application -Copy of National Identity Card.
<b>Legal provision</b>	Mortgage Act no 6 of 1949 as amended by Act No. 3 of 1990
<b>Rate</b>	Interest rates based on the customer risk profile and it ranged from 10% to 23%
<b>Fees &amp; Charges</b>	No any charges

- For the customer complaint handling procedure, refer the last page of the document

## 9. Key Facts Document – Margin Trading

<b>Description &amp; Purpose of the product</b>	<b>Description :</b> A product which allows investors of equity & debt market to obtain a facility against their investment, to build their portfolio further and to trade in additional securities.  <b>Purpose :</b> Allow customers to increase their portfolio and to trade with the same portfolio, while keeping it as a security
<b>Benefits to customers</b>	Daily updates on account status. -Immediate increase in share purchasing power. -Income opportunities such as increased dividends and trading profits. -Exploit new investment avenues in securities markets without selling existing shares or incurring any additional capital investment out of own funds. -Facilities provided through any registered broker. Minimum documentation and quick approval. -Interest calculated on a daily balance and credited to the account
<b>Target Market</b>	Retail, high net worth and corporate investors
<b>Main terms and conditions</b>	-A portfolio more than LKR 500,000/-. -NIC -Billing Proof for Address verification -Margin Trading Agreement(Tri Party) -Account Opening Application & KYC.
<b>Legal provision</b>	As a Margin Provider - Under Section 19A of the Securities & Exchange Commission of Sri Lanka Act No.36 of 1987. With the client - As per the Margin Trading Agreement
<b>Rate</b>	Interest rates based on the customer risk profile and it ranged from 10% to 23%
<b>Fees &amp; Charges</b>	Charges to Securities Exchange Commission for obtain approval - VAT  Debit Interest on monthly basis

- For the customer complaint handling procedure, refer the last page of the document

## 10. Key Facts Document – Factoring

<b>Description &amp; Purpose of the product</b>	<b>Description:</b> Receivable Financing.  <b>Purpose :</b>  To cater for working capital requirements
<b>Benefits to customers</b>	Working capital facilities depending on the customer's requirements  -70% to 85% advancement of face value of invoices/cheques -Sales ledger (debtor account) management -Expert advice by way of a dedicated portfolio officer -Speedy approval process catering to urgent working capital requirements
<b>Target Market</b>	Corporate, Semi Corporate and SME customers
<b>Main terms and conditions</b>	-Memorandum & Articles of Associations -Copy of Certificate of Business Registration -Last 6 months Bank statements -Copy of latest form 20 -Audited financials of last 3 years -List of debtors -Age analysis of debtors -Copies of applicants and guarantors NIC's -Copy VAT registrations -Last 6 months turnover details
<b>Legal provision</b>	Not Applicable
<b>Rate</b>	Interest rates based on the customer risk profile and it ranged from 10% to 23%
<b>Fees &amp; Charges</b>	0.5% to 0.75 % of the invoice value as administration fee and other sundry charges (Ex. Set up fees, documentation fees etc.)

- For the customer complaint handling procedure, refer the last page of the document



## Islamic Products:

### 11. Key Facts Document- Ijarah /Islamic Leasing

<b>Description &amp; Purpose of the product</b>	<p><b>Description :</b> Ijarah /Islamic Leasing</p> <p>Ijarah , is to transfer the usage of a particular property by its owner ( lessor ) to another person in exchange of a rent claimed from the user(lessee ).</p> <p><b>Purpose :</b></p> <p>Ijarah Lease can be offered for *unregistered vehicle , registered vehicle, machineries, equipment</p>
<b>Benefits to customers</b>	<ul style="list-style-type: none"> <li>* Flexible repayment</li> <li>* Insurance can be added to rental / or upfront</li> <li>* Asset replacement</li> <li>* Facility rescheduling</li> <li>* Lessee can be changed subject to management approval.</li> </ul>
<b>Target Market</b>	<ul style="list-style-type: none"> <li>*Individuals/ professionals</li> <li>*corporates</li> <li>*businessmen</li> </ul>
<b>Main terms and conditions</b>	<p>*Ijarah is a contract which basically needs offer and acceptance. The offer may be from the lessor or hirer and the acceptance from the lessee or hire or vice versa.</p> <p>*The Ijarah contract is binding which neither party may terminate or alter without the other's consent</p> <p>*For the validity of Ijarah, the subject matter of lease must have a valuable use. Therefore, things having no usufruct at all cannot be leased</p> <p>*The Ijarah article in the possession of the lessee is held by him / her in a fiduciary capacity on behalf of the lessor. All the liabilities emerging from the ownership shall be borne by the lessor, but the liabilities referable to the use of the property shall be borne by the lessee.</p> <p><b>Required documents:</b></p> <ul style="list-style-type: none"> <li>a) A copy of his / her national identity card.</li> <li>(b) In case of a corporate, copies of national identity cards of directors, articles of association, forms 40, 41 and 20 and the resolution of the board of directors to request an Ijarah facility at the IFSU in case of a company.</li> <li>(c) Documentary Evidence to prove Residential Address such as billing proof.</li> <li>(d) Recently obtained valuation in respect of the movable asset.</li> <li>(e) If employed, letter from employer confirming salary particulars, deductions, net pay and the date of retirement.</li> <li>(f) Supporting documents to establish income (Bank Statements, Audited and Management Accounts).</li> <li>(g) If tax payer, file number and Payment Receipts for the last 3 years.</li> <li>(h) Copies of the constitution and the resolution of the board of management to request an Ijarah facility at the IFSU in case of an association / club / society.</li> <li>(i) Copies of the trust deed and the resolution of the board of trustees to request an Ijarah facility at the IFSU in case of a trust.</li> </ul>

<b>Legal provision</b>	Finance Leasing Act No. 56 of 2000
<b>Rate</b>	Profit rates based on the customer risk profile and it ranged from 10% to 23%
<b>Fees &amp; Charges</b>	<ul style="list-style-type: none"> <li>* Documentation charges(Postage- LKR 2000/-3750/-, CRIB- LKR 750/- 2,500/-,Inspection- LKR 3000/- 4500/-</li> <li>* RMV charges - LKR 3000/-</li> <li>* Insurance Charges</li> <li>* Stamp Duty 1% of the total receivable</li> <li>• Charity charges on default is calculated at 18% Per Annum</li> <li>• Follow up charges on default is calculated at 12 % Per Annum</li> </ul>

- For the customer complaint handling procedure, refer the last page of the document

## 12. Key Facts Document- Murabaha & TM

<b>Description &amp; Purpose of the product</b>	<p><b>Description :</b></p> <p>Murabaha &amp; TM</p> <p><b>Purpose :</b></p> <p>The sale of a property in such a way, that the seller (plc) discloses the actual cost incurred in acquiring the commodity and informs the buyer (client) of the amount of profit that is made.</p> <p>salient features:</p> <ul style="list-style-type: none"> <li>*Asset to be sold must exist</li> <li>*Sale price should be determined</li> <li>*Sale must be unconditional</li> <li>* Murabahah to the Purchase Orderer is Murabahah with a prior promise to buy, submitted by a person or institution interested in acquiring goods through another person or institution.</li> <li>*There shall be three parties involved in a Murabahah to the purchase Orderer transaction. They are the purchase orderer, buyer and seller.</li> <li>*The Murabahah to the Purchase Orderer consists of two separate sale contracts. The first one is between the buyer and the seller and the second one is between the buyer and the purchase orderer. All the rules governing a sale shall naturally apply to both sales here. The second sale shall take place after the first sale is fully complete.</li> </ul> <p><b>Purpose :</b></p> <ul style="list-style-type: none"> <li>*purchase of commodity</li> <li>*purchase of asset</li> <li>*purchase of goods for trading purpose</li> <li>*unregistered vehicle</li> <li>*registered vehicle</li> <li>*machineries</li> </ul>
<b>Benefits to customers</b>	<ul style="list-style-type: none"> <li>* Flexible repayment</li> <li>* Security replacement</li> </ul>
<b>Target Market</b>	<ul style="list-style-type: none"> <li>*Corporates</li> <li>*Businessmen</li> <li>* Individuals</li> </ul>
<b>Main terms and conditions</b>	<ul style="list-style-type: none"> <li>(a) A copy of his / her national identity card.</li> <li>(b) Copies of national identity cards of directors, articles of association, forms 40, 41 and 20 and the resolution of the board of directors to request a Murabahah to the Purchase Ordered facility at the IFSU in case of a company.</li> <li>(c) Documentary Evidence to prove Residential Address</li> <li>(d) If employed, letter from employer confirming salary particulars, deductions, net pay and the date of retirement.</li> <li>(e) Supporting documents to establish income(Bank Statements, Audited and Management Accounts)</li> <li>(f) If tax payer, file number and Payment Receipts for the last 3 years</li> </ul>

	(g) Copies of the constitution and the resolution of the board of management to request a Murabahah to the Purchase Orderer facility at the IFSU in case of a trust
<b>Legal provision</b>	Mortgage Act no 6 of 1949 as amended by Act No. 3 of 1990
<b>Rate</b>	Profit rates based on the customer risk profile and it ranged from 10% to 23%
<b>Fees &amp; Charges</b>	<p>Murabaha Vehicle</p> <ul style="list-style-type: none"> <li>* Documentation Charges</li> <li>* CRIB Charges- LKR 750/- 2,500/-</li> <li>* Stamp Duty of 0.1% if applicable only</li> <li>* RMV Charges - LKR 3000/- If applicable</li> <li>* Insurance Charges Trading Murabaha</li> <li>*If the collateral is an immovable property Mortgage charges &amp; Legal charges</li> <li>* Stamp Duty of 0.1% if applicable only</li> <li>*Vehicle property Inspection charges- LKR 3000/- 23000/-</li> <li>•Charity charges on default is calculated at 18% Per Annum</li> <li>Follow up charges on default is calculated at 12 % Per Annum</li> </ul>

- For the customer complaint handling procedure, refer the last page of the document

### 13. Key Facts Document- Musharakah

<b>Description &amp; Purpose of the product</b>	<p><b>Description :</b></p> <p>Musharakah is a profit and loss sharing contract based on a partnership in which parties contribute to the financing and management of a Shari’ah compliant project. This is a form of joint ownership in an asset or property in which any of the joint owners undertakes /promises to buy the ownership of share of the joint owner gradually until the ownership of the joint asset or property is completely transferred to the purchasing joint owner.</p> <p><b>Purpose:</b></p> <ul style="list-style-type: none"> <li>* unregistered vehicle, registered vehicle,</li> <li>*machineries</li> <li>*working capital requirement, purchasing of housing /property</li> </ul>
<b>Benefits to customers</b>	<ul style="list-style-type: none"> <li>* Flexible repayment</li> <li>*Registered vehicle</li> <li>*Machineries</li> <li>*Working capital requirement</li> <li>*Purchasing of housing /property</li> </ul>
<b>Target Market</b>	<ul style="list-style-type: none"> <li>*Corporates</li> <li>*Businessman</li> <li>* Individuals</li> </ul>
<b>Main terms and conditions</b>	<p>(a)Musharakah Application Form- This should be filled in by the client and signed by him / her. This document shall not be filled in by employees of the IFSU.</p> <p>(b) A copy of customers’ national identity card.</p> <p>(c) Copies of National identity cards of directors, articles of association, forms 40, 41 and 20 and the resolution of the board of directors to request a Musharakah facility at the IFSU in case of a company.</p> <p>(d) Documentary Evidence to prove Residential Address.</p> <p>(e) Recently obtained valuation in respect of the movable asset.</p> <p>(f) If employed, letter from employer confirming salary particulars, deductions, net pay and the date of retirement.</p> <p>(g) Supporting documents to establish income(Bank Statements, Audited and Management Accounts)</p> <p>(h) If tax payer, file number and Payment Receipts for the last 3 years.</p> <p>(i) Copies of the constitution and the resolution of the board of management to request a Musharakah facility at the IFSU in case of an association / club / society.</p> <p>(j) Copies of the trust deed and the resolution of the board of trustees to request a Musharakah facility at the IFSU in case of a trust.</p> <p><b>Documents of housing or property:</b></p> <ul style="list-style-type: none"> <li>a) Survey Plan And copy of the Title Deeds of the property offered as security to examine at least 25 years of title.</li> <li>b) Extracts of encumbrances obtained from the District Land Registry for the last 25 years together with the copy of the Title Deed.</li> <li>c) Following documents from the Local Authority <ul style="list-style-type: none"> <li>-Certificate of Non- Vesting</li> </ul> </li> </ul>

	<p>-Certificate of Street Lines/ Building Limits</p> <p>-Certificate of Ownership</p> <p>-Rates/ loan paid receipts for the property</p> <p>d) If for a purchase, a letter from the current owner to sell the property, price agreed, advance paid, conditions if any</p> <p>e) If for construction, Bill of Quantities/ Approved Building Plan</p>
<b>Legal provision</b>	Mortgage Act no 6 of 1949 as amended by Act No. 3 of 1990
<b>Rate</b>	Profit rates based on the customer risk profile and it ranged from 10% to 23%
<b>Fees &amp; Charges</b>	<ul style="list-style-type: none"> <li>*Documentation Charges</li> <li>*Stamp Duty of 0.1%</li> <li>* RMV Charges - LKR 3000/-</li> <li>*Insurance Charges</li> <li>* CRIB- LKR 750/- 2,500/-, Postage, Customer/Business inspection charges</li> <li>* A service fee/ processing fee will be charged based on the value of the facility</li> <li>* Vehicle property Inspection charges- LKR 3000/- 23000/-</li> <li>* Mortgage bond Registration Fee</li> <li>• Charity charges on default is calculated at 18% Per Annum</li> <li>• Follow up charges on default is calculated at 12 % Per Annum</li> </ul>

- For the customer complaint handling procedure, refer the last page of the document

## **Complaint Management Procedure:**

The following methods are available to **customers to lodge complaints**

- Through the Manager.
- Through the call center (0112206300)
- Email us [at: cghu@plc.lk](mailto:cghu@plc.lk)
- Write to: Customer Grievance Handling Unit (CGHU), people's Leasing and Finance PLC, No.1161 Maradana Rd, Colombo 00800

In the event a satisfactory solution is not provided by the finance company, customer can escalate his/her complain to the office of the Financial Ombudsman of Sri Lanka.

### **Financial Ombudsman**

Office of the Financial Ombudsman

143A, Vajira Road,

Colombo 05.

Contact Number: +94 11 259 5624

Telefax: +94 11 259 5625

Email: [fosril@sltnet.lk](mailto:fosril@sltnet.lk)

Website: [www.financialombudsman.lk](http://www.financialombudsman.lk)