

INVOICE FINANCE APPLICATION FORM

COMPANY INFORMATION

Business Name	
Address	
Contact	
Tel	Email
Fax	Website
Registered Company Number	
Nature Of Business	

DIRECTORS/ PARTNERS

Please give full names & positions	Position	Shareholding %
Name		
Address		
Name		
Address		
Name		
Address		
Name		
Address		
Other shareholders		
Name		
Address		

SUBSIDIARY and/ or ASSOCIATED COMPANIES

Name
Address

Relationship
Name
Address
Relationship

FINANCIAL INFORMATION

Bank Name
Address
Overdraft £ @ % over base rate
Auditors Name Contact Name
Address
Turnover (inc VAT) last financial year £
Projected turnover for current financial year £
Profit for last financial year £
Date of financial year end
Please state the amounts outstanding in respect of
VAT £ Period PAYE £ Period
Trade creditors £ Debtors outstanding £
Other loans £
Lender Outstanding balance £

TRADING INFORMATION

No. of customers with debts outstanding	No. of new customers per month
Do you have credit insurance? Yes/ No	If so, who with?
Bad debts over the last 12 months	
Are you currently using an invoice finance company? Yes/ No	If so, who?
What proportion of your sales involve:	
Retentions Sale or Return	Sales to suppliers Cash Sales
Sales to associated companies	Formal contracts

Please give a brief description of your customers

TERMS OF TRADE

What are your standard payment terms?	
What % of your turnover is with your largest customer?	
Do you offer early settlement discounts?	
No. of invoices in last 12 months	Value £
No. of credit notes in last 12 months	Value £

ADDITIONAL INFORMATION

To enable us to process your application more efficiently, please return this form with the following information where it is readily available:

- Last 3 years audited accounts and latest management accounts
- Latest sales ledger
- Aged debtors list
- Sample credit note and invoice
- Your standard contract and a copy of your terms and conditions of trade.

DECLARATION (To be signed by Director or Principle)

I declare that the information I have provided in respect of the above named business is, to the best of my knowledge, accurate and correct.

I declare that I am authorized by the individuals referred to in the next paragraph to give the confirmation therein.

I confirm that I and any other persons named in this application as directors or partners of the applicant, have read and understood the Data Protection Act 1998 Notice and that I and any other persons so named have consented to the transfer of their information to you and the use you will make of it.

On behalf of the above named business I authorize Positive Invoice Finance to seek any further information they may require from any source, in order to process this application.

Signature	Date
Print Name	Position
For and on behalf of	