

Novated Lease Application



Submit

Please complete, sign, date and return this form to your Easi consultant along with copies of:

your drivers license

a recent payslip

a recent payslip belonging to your spouse/partner/de facto (if applicable)

your rates notice or your current residential agreement

Personal Details

Title		Full Name			
DOB (DD/MM/YYYY)		Drivers Licence Number			
Marital Status		Single	De facto	Married	Separated
Current Home Address				Number of Dependants	
				Postcode	
How long have you been at this address?					
If less than 5 years; Previous Address				Postcode	
				How long have you been at this address?	
In regards to your current address; are you:					
Mortgage		Renting		Other	
				If other please specify:	
Citizenship Status			Primary Email Address		
Daytime Phone Number		Mobile Phone Number		Alternative Email Address	

Employment Details

Employer		Employer Phone Number
Job Title		Length of Employment
Employer Full Address		Postcode

Employment Details Continued

If you have been with your current employer for less than five years please specify previous employer:

Previous Employer		
Job Title	Employer Phone Number	Length of Employment (YY/MM)
Full Address		Postcode

References

Must not be someone who resides at the same address as you.

Reference 1:

Full Name	Phone Number
Full Address	Postcode

Reference 2:

Full Name	Phone Number
Full Address	Postcode

Financial Details

Please provide details as **monthly**, after-tax.

Applicants Monthly Income	\$
Spouse/Partner/De facto Monthly Income (Please provide payslip)	\$
Monthly Rental Income*	\$
Other Monthly Income (Specify Type)*	
	\$
	\$
	\$
	\$
Total Monthly Income	\$

*Proof of additional income may be required.

Assets

Savings/Cash in Bank	\$
Primary Residence Value	\$
Other House/Land Value	\$
Motor Vehicles	\$
Household Effects	\$
Other Assets (Specify Type)	
	\$
	\$
	\$
Total Assets	\$

Liability Statement

Financial Institution (Include Account Type)	Balance Owing	Minimum Monthly Repayment
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Mortgage(s) - specify home or investment loan

\$	\$
\$	\$
\$	\$

Rent/Board (if applicable)

\$

Financial Institution	Credit Limit	Balance Owing	Minimum Monthly Repayment
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Credit Cards

\$	\$	\$
\$	\$	\$

Personal & Other Loans

\$	\$
\$	\$

Monthly Living Expenses (e.g. food, entertainment, bills, insurance, etc.)	\$
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Other Monthly Expenses	Description	Value
		\$
		\$
	Total	\$

Declaration

I declare that the information provided is true and accurate to the best of my knowledge.

Signed		Date (DD/MM/YYYY)

Please sign forms by hand, digital signatures not accepted.

Motor Vehicle Insurance Declaration Form



The Applicant – Lessee

Name(s) of Registered Owner(s) of the car

Full Name	Postcode	Name of Employer
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Drivers' Details

Drivers' names (main driver first)

Full Name	DOB (DD/MM/YYYY)	Sex (M/F)	Year Drivers Licence obtained in Australia	% Use by driver (Total = 100%)
				%
				%
				%

Owner and Drivers' History

In the last 5 years have you or any person likely to drive this car:

1. Had		
A) a claim, accident or car stolen and/or burnt?	Yes	No
B) insurance refused, declined or cancelled by an Insurer or special conditions imposed?	Yes	No
C) a drivers/motorcycle licence cancelled, suspended or endorsed?	Yes	No
2. Been convicted or charged with		
A) drug use, driving under the influence or exceeding Prescribed Concentration of Alcohol?	Yes	No
B) any driving offences or issued any speeding or traffic infringements?	Yes	No
C) fraud, arson, theft or any other criminal act?	Yes	No

If you have answered 'Yes' to 1-2 above, please provide details below

Incident 1		Incident 2	
Details of each incident			
Name of driver			
Your insurer			
Incident date (MM/YYYY)			
Person at fault			
Claim cost/penalty incurred			

Incident 3

Incident 4

Details of each incident

Name of driver

Your Insurer

Incident date (MM/YYYY)

Person at fault

Claim cost/penalty incurred

3. Suffered from any physical or mental disability that may affect your ability to drive (excluding eyesight corrected by lenses)?

Yes

No

If you have answered 'Yes' to point 3 above, please specify below:

4. Not held any car insurance in the past 12 months?

Yes

No

If you have answered 'Yes' to point 4 above, please explain why below

Declaration

In signing this form I acknowledge and understand the Terms & Conditions of the Easi Comprehensive Motor Car Insurance Policy.

I also declare that I have:

- received a copy of the Policy Document;
- read the information concerning the duty of disclosure and other important notices;
- answered every question fully & frankly;
- either completed this proposal form personally, or if it has been completed by someone else,

I have checked that the questions have been fully and accurately answered.

Please be advised that the initial approval of this application is based on the information provided and that if additional information is required, you may be contacted by Easi.

PLEASE NOTE: This application and any quote given is subject to full assessment on all the information provided by the applicant and is indicative to full assessment by the Insurer. Any failure to provide the correct information may give the Insurer the right to deny any claim.

Applicants Signature

Date (DD/MM/YYYY)

PLEASE READ AND RETAIN ON FILE

Your Duty Of Disclosure:

Before you enter into this insurance contract with the proposed Insurer, the Insurance Contracts Act 1984 requires you to provide information that they may need to enable them to decide whether and on what terms your proposal for insurance is acceptable and to calculate how much premium is required for your insurance.

You will be asked various questions when you apply for this policy.

When you answer these questions, you must:

- provide the proposed Insurer with honest and complete answers
- tell the proposed Insurer everything you know; and
- tell the proposed Insurer everything that a reasonable person in the circumstances could be expected to tell an Insurer

Your duty however does not require disclosure of matters:

- that diminishes the risk to be undertaken by the proposed Insurer;
- that is of common knowledge
- that the proposed Insurer knows or, in the ordinary course of our business, ought to know;
- that the proposed Insurer tells you they do not need to know

Non Disclosure

If you fail to comply with your duty of disclosure, your proposed Insurer may be entitled to reduce their liability under the policy in respect of a claim or may cancel the policy. If your non-disclosure is fraudulent, they may also have the option of avoiding the contract from its beginning. It is therefore vital that you enquire of all entities comprising the Insured, including senior staff, before completing the proposal form and before you sign any declaration confirming no change in the information disclosed.

Your On-Going Duty Of Disclosure

You have the same duty to disclose any further matters to your proposed Insurer before you renew, extend, vary or reinstate a contract of insurance.

Additional Information

Should there not be enough room to provide your answers to the questions herein, please provide your response in a separate document attaching and forming part of this application for insurance.

Privacy Act 1988

Easi is committed to protecting your privacy and the confidentiality and security of personal information provided by you to us. We are therefore bound by the National Privacy Principles and the Privacy Act 1988 (Cth).

Information We Collect

All the information that we ask for is required for us to effectively coordinate your vehicle insurance and to provide you with the benefits available to you as part of the Easi service package.

Right Of Access

You have the right to access any such information held by Easi that relates to you and to collect any information that is inaccurate. If you object to us using the information as described you can advise us at any time in writing.

Permission

I give express permission to receive Product Disclosure Statements and/or other relevant documentation electronically.

Privacy Statement and Consent

CREDIT APPLICANT OR GUARANTOR DETAILS

Applicant 1 – Full name

Applicant 2 – Full name

Company name (if applicable)

Guarantor 1 – Full name

Guarantor 2 – Full name

Dealership

AGREEMENTS

About this form

By signing this form, you agree to allow us to collect, use and exchange your personal and credit information (**information**) for the purposes set out in this consent.

Throughout this consent:

- 'you' refers to the applicant (borrower) or a guarantor as applicable.
- 'we' and 'us' refer to Toyota Fleet Management, a division of Toyota Finance Australia Limited (ABN 48 002 435 181) AFSL and Australian Credit Licence number 392536.

1. Why we collect your information

We collect your information for the following purposes (as applicable):

- to meet our legal obligations including to identify you in accordance with the *Anti-Money Laundering and Counter-Terrorism Financing Act 2006* (Cth); or
- to provide you or your company with consumer credit or commercial credit; or
- to assess your guarantor application; or
- to source any required insurances; or
- to administer our customer relationships; or
- to manage your credit contract; or
- to assist with the purchase of your new vehicle and related finance and insurance; or
- to manage vehicle servicing or any other services related to your vehicle; or
- to contact you about our products and services, special offers, promotions or events that may be of interest to you; or
- for planning, product development and research; or
- to assess your hardship application where we may collect your sensitive information; and
- as otherwise stated in this consent.

We collect information from you. You must provide us with complete and accurate information. If you don't, we may not be able to assess your application or provide you with our products and services.

2. Exchanging information with CRBs and other credit providers

We may collect your information from and exchange your information with credit reporting bodies (**CRBs**) and other credit providers to:

- assess your credit or guarantor application;
- manage credit you have borrowed; and
- collect any payments that are overdue.

You agree we may:

- obtain, use and disclose your consumer credit report from a CRB to:
 - assess your consumer or commercial credit and/or guarantor application;
 - collect overdue commercial credit payments
- obtain your commercial credit information to assess your consumer or commercial credit application; or
- provide the CRB with your repayment history.

See our Privacy Policy for information about credit reporting, including a list of the CRBs we use, what we do with reports we receive from CRBs, how to access the CRBs' credit information management policies and other information from them, how to correct CRBs' information and make complaints to them and rights you have to request CRBs not to use or disclose information they hold about you. You can request us to provide you with this information in an alternative form, such as a hard copy, by contacting us on the details set out below.

3. Exchanging information with guarantors

We may exchange your information with your guarantor, a person who has provided security for credit, or to a person in order for them to consider whether or not to act as guarantor or to provide security for credit.

4. Exchanging information with other parties

You agree we may collect your information from and exchange your information with our related bodies corporate including, but not limited to, Toyota Motor Corporation Australia. This is so that we and our related bodies corporate may adopt an integrated approach to our customers including keeping customer information up to date and for any of the purposes outlined in this form. You agree we may also collect your information from and exchange your information with other third parties including, but not limited to, your introducing dealer, our accredited motor vehicle dealer network, your servicing dealer, any manufacturer or supplier of the vehicle, authorised distributor, any insurance provider, our agents or service providers, debt collectors, government authorities, public registrars, your employer or referee and your accountant. We may also collect information about you from

other sources such as from public registers or social media. We exchange your information with these third parties where permitted by law or, for direct marketing by us or any of these third parties (but this will not include credit eligibility information) or for any of the other purposes outlined in this form.

From time to time, we may disclose your information to organisations located overseas. These include:

- our related companies in Japan, or
- our service providers or third parties that are located or hold data outside of Australia.

In all instances, we make sure that appropriate data handling arrangements are in place to protect your information.

5. Marketing

You understand that if you do not wish to receive any marketing information, you can opt out by contacting us on the details set out below.

6. Access, correction and contacting us

For more information about how we approach privacy, please contact us on the details set out below or refer to our Privacy Policy at toyotafleetmanagement.com.au

Our Privacy Policy also contains information about how you can gain access to or seek correction of the information that we hold about you. It also contains information about how you can make a privacy complaint and how we will deal with it.

7. Your authorisation

If you agree to the conditions set out in this Privacy Statement and Consent, please sign, date and print your name in the space provided below. By signing this Privacy Statement and Consent, you also acknowledge that when you provide personal information about another person, you are authorised to do so and agree to inform that person of the contents of this Privacy Statement and Consent as it relates to them.

8. Our contact details

You can contact us by:

- writing to TFM Small Business Centre, Locked Bag 980, Milsons Point NSW 1565;
- calling 1300 888 870; or
- emailing smallbusiness@toyota.com.au

AUTHORISATION BY CREDIT APPLICANT OR GUARANTOR

Signature of Applicant 1/Guarantor 1

Date

X

/ /

Name (please print)

Signature of Applicant 2/Guarantor 2

Date

X

/ /

Name (please print)

Please return the completed form to: TFM Small Business Centre, Locked Bag 980, Milsons Point NSW 1565

T 1300 888 870 F (02) 9430 0918 E smallbusiness@toyota.com.au
toyotafleetmanagement.com.au