

Introducer Payment Checklist for CBILS Hire Purchase

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HCBF Hire Purchase Agreement including a Direct Debit	
Additional documentation as per the credit conditions.	
CBILS Data Protection and Disclosure Declarations	
BIP Letter	
Form of Information Declaration	
Proof of ID for the signatory , required on all deals (see process guide for more information)	
Supplier Invoice	
Asset inspection (if required) – details required for contact name, position, phone number and email address, asset details including serial number.	
Commission Invoice , unless self-biller	
For deposits over £15k - Confirmation of the date the customer paid the deposit to HCBF.	

Please ensure that all the above information is sent in one email to enable payment to bfstructuredfinance@hitachicapital.co.uk

We will pay out on scanned documentation however we require the original signed documentation for Agreements over £250k.