



Client (for physical person – name, surname; for legal person – entity name)

Personal code/ Reg. No.

Declared address/ Legal address

## Application for final invoice issuing

Please issue the final invoice\* and transfer ownership rights for the Lease asset mentioned in the Agreement No.  to:

The Client;

The Third party:

Name, surname/ Company name  Phone No.

ID number/ Reg. No.  E-mail

Address/ Legal Address

\* The final invoice for the asset mentioned in the Agreement will be issued after the final invoice for the Loan agreement for insurance (if concluded) will be issued and paid.

I wish to receive the final invoice:

by post, address

by e-mail, address

In accordance with the applicable legislative acts on anti-money laundering, please provide information on source of funds for the final invoice payment:

The applicants agree that:

- 1) **At the moment of invoice payment and the electronical mark in CSDD, the objects' OCTA and CASCO policy may become void (as a result the new owner should buy a new policy), therefore the person, indicated in the policy, should independently control the validity of the policy;**
- 2) If the Object insurance premium has been divided into parts according to the payment schedule, CASCO policy of the Object will be terminated at the end of the month, during which the final invoice has been issue;
- 3) Ownership rights for the asset mentioned in the Agreement and all related risks transfer to the Client or the Third party (if the final invoice is issued to the third party) at the moment when the final invoice is paid and no separate delivery – acceptance act for ownership transfer shall be prepared;
- 4) If the asset is the object registered in the Road Traffic Safety Directorate (CSDD) after the final invoice has been paid SIA "Citadele Leasing" makes the electronic alienation mark within the Car register. The recipient of the asset undertakes within 3 (three) working days from the moment when the electronic alienation mark has been made and according to the mark to register his/her ownership rights for the asset in CSDD.
- 5) If the Client or third person to whom the final invoice is issued does not pay it in term, the Client undertakes to continue to fulfill all obligations arising from the Agreement and the Loan agreement (if concluded) according to the provisions of these agreements and undertakes to pay SIA "Citadele Leasing" commission fee for the cancellation of the final invoice in the amount specified in the SIA "Citadele Leasing" pricelist.
- 6) The existing Object holder is fully responsible for all duties related to the tax payments applicable to the Object, and making of electronic mark in the CSDD Vehicle Register and object removal from the register for the purpose of re-registration may not be possible if all the taxes related to the Object have not been paid or Object has any foreclosures/ encumbrances. Before requesting the final invoice, please verify status of tax payments at <https://e.csdd.lv/>

The third party in addition certifies that:

- 1) Agrees to everything mentioned in the application and wants to buy the asset mentioned in the Agreement, as well as undertakes to repossess the asset from the Client for his/her own expense;
- 2) Agrees that the purchase deal of the asset mentioned in the Agreement shall be treated as concluded at the moment when SIA „Citadele Leasing” issues the final invoice to a person mentioned in this application.
- 3) Has read the Privacy Policy of SIA "Citadele Leasing", available at [www.citadeleleasing.lv/en/data-processing/](http://www.citadeleleasing.lv/en/data-processing/) as well as has received all necessary information about the processing of personal data and purpose of processing.

### Important!

If the Client received the way-bill when the Agreement was concluded and the final invoice is issued to the third party, please provide the way-bill issued by the Client for the residual value of the asset.

The Client agrees to the application:

The Third party agrees to the application:

\_\_\_\_\_  
(Signature, name, surname)

\_\_\_\_\_  
(Signature, name, surname)

\_\_\_\_\_  
Place

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date

\_\_\_\_\_  
Place

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date