



# ASSIGNMENT REQUEST FORM

Phone: (905) 639-6604 Fax: (905) 639-7519  
(866) 876-3695 (800) 436-0884

## Date: CURRENT LESSEE INFORMATION

Company Legal Name:		Tel:	Email address:
Lease number(s):	Reason for request:		Fee: \$500.00 + TAX per contract

## PROPOSED LESSEE INFORMATION

Company Legal Name:		Contact & Title	
Address:		City:	Prov: Postal Code:
Tel:	Business Type: Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Proprietorship <input type="checkbox"/>		
Fax:			
Email Address:	Business Start Date:	Website:	

## PRINCIPAL INFORMATION IS REQUIRED \*

Name:	Date of Birth:	Social Insurance No:	Phone Number: ( ) - -
Home Address:	City:	Prov:	Postal Code:

\* The undersigned certifies this above information to be true and correct.

### RCAP® LEASING INC. RESPECTS AND HONOURS YOUR PRIVACY – OUR PRIVACY PROMISE.

By signing this Application, each of you, being the parties signing (including all lessees and all guarantors) agrees that RCAP® Leasing Inc. is authorized and entitled to:

- (a) Use your Personal Information (as hereinafter defined) to assess your ability to obtain your lease and to evaluate your ability to meet your financial obligations. This use includes disclosing and exchanging your Personal Information on an on-going basis with credit bureaus, credit reporting agencies and financial institutions or their agents, or to service providers, in order to determine and verify, on an on-going basis, your continuing eligibility for your lease and your continuing ability to meet your financial obligations. This use, disclosure and exchange of your Personal Information will continue as long as either your lease, or any other RCAP® Leasing product it is converted to, is outstanding, and will help protect you from fraud and will also protect the integrity of the credit-granting system.
- (b) Use, disclose and exchange, on an on-going basis, all the personal information collected by us or delivered by you to us from time to time in connection with your lease and any information obtained by us from time to time pursuant to paragraph (a) above (collectively your “**Personal Information**”) to other organizations (including the RCAP® Group of Companies) which may fund all or any part of your lease and/or own all or any part of your lease and the security securing your lease from time to time and permit prospective investors in your lease to inspect your Personal Information.

The actions of RCAP® Leasing pursuant to paragraphs (a) and (b) above are called the “**Primary Purpose**” for obtaining, using, exchanging and disclosing your Personal Information. Even though your lease and the security securing your lease may be funded or owned by one or more other organizations, RCAP® Leasing or a member of the RCAP® Group of Companies will continue to service your lease.

By signing this Application, you also agree that RCAP® Leasing is authorized and entitled to provide your Personal Information to members of the RCAP® Group of Companies and to other organizations referred to in (b) above, for the purpose of providing you with information about services and products that relate to your lease, as well as to other products and services which you might find of interest (the “**Secondary Purpose**”).

You have the right to withdraw your consent to the use, disclosure or exchange of your Personal Information for the Secondary Purpose. To do this you must sign an Opt Out form and forward it to our Customer Service department. To obtain an Opt Out form, please contact a service representative at 1-866-876-3695. However, if you withdraw your consent to the use, disclosure and exchange of your Personal Information for the Secondary Purpose, the services that are offered may not be available to you.

\_\_\_\_\_  
Name (please print)

**Privacy Commissioner Website:**  
<http://www.privcom.gc.ca>

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### **FOR INTERNAL USE ONLY:**

A  D  P  Comments: \_\_\_\_\_

\_\_\_\_\_  
Credit Officer:

\_\_\_\_\_  
Date: