

**To:**

Date:

Dear Sirs

**RE: Asset Description:** \_\_\_\_\_

*Registration/Serial number:* \_\_\_\_\_

I have appointed \_\_\_\_\_ (the "Introducer") to arrange finance in respect of the above asset. The Introducer is arranging the finance with Novuna Business Finance and I would ask that you make the invoice out to:

Novuna Business Finance  
Novuna House  
Thorpe Road  
Staines-Upon-Thames  
Surrey  
TW18 3HP

Please show my details as the delivery address on the invoice.

The Introducer is authorised and regulated by the FCA.

Your assistance with this matter is appreciated.

Yours sincerely

**Customer Name:** \_\_\_\_\_