

Information Notice – About Us and Our Fees

Version Control

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About the fees that we charge for our services

We are Marshall Management Services Ltd trading as Gateway2lease. It's important to point out that we are a credit broker and not a lender.

Our registered office :
Carleton House,
266-268 Stratford Road,
Solihull, West Midlands
B90 3AD

Our head office :
Abberley View, Saxon Business Park,
Hanbury Road, Stoke Prior,
Bromsgrove, Worcestershire,
B60 4AD

We are authorised and regulated by the Financial Conduct Authority. Registered No : 667174 .

Administration Fee

We charge an administration fee of £225.00 excl VAT. For individuals the fee is £270.00 incl VAT.

This fee covers the administration undertaken by us to arrange the finance with the lender, source the vehicle and to order it with the supplier. Payment will be made to us directly and will be invoiced to you at the point of order, payment is required within seven calendar days to allow us to proceed with the processing of the order.

You can make a payment by BACS / Online Banking, or by cheque. If you require the vehicle urgently, please make payment as soon as possible.

In the event of cancellation, this fee will be non-refundable where the vehicle has been formally ordered with the supplier.

Cancellation Fee

In the event that you choose to cancel provision of our service, **we will charge a cancellation fee as set out in our terms of £300.00 excluding VAT / £360.00 including VAT.**

For regulated customers this fee becomes chargeable once the finance agreement has been signed. If cancellation happens before the finance agreement has been signed, we will charge £50.00 Including VAT. With respect to the cancellation invoice, the amount will take into account the administration fee. Payment will be required within seven calendar days from the date of the invoice. You can make a payment by BACS / Online Banking, or by cheque.

Your Agreement

If you choose to accept our quotation and enter into a contract with us, you will electronically agree to our terms and the contents of this information notice. If you have already ordered, then please keep a copy of this document for your records.