With AlAhli Lease Finance
Get Tomorrow’s Car Today

AlAhli Lease Finance Program

www.ahli.com | 800 244 1005

NCB
الإهلي
Realize Tomorrow
Dear NCB Customers,

This guide is designed to facilitate your Lease Finance experience with the National Commercial Bank, and to address any questions that you may have during your leasing period.

We hope this guide acts as a quick reference, whenever needed. Also, note that our representatives at the Finance Centers will be glad to assist you at all times.
AlAhli Lease Finance program

- After Sales Service
- Contract Transferability
- Comprehensive Insurance
- Installment Flexibility
Overview

Introduction

AlAhli Lease Finance is a Shariah compliant product based on Ijarah concept; whereby the customer approaches the bank to request leasing a vehicle of his/her choice. Accordingly, the bank buys the vehicle and leases it to the customer for a specified period of time and against an agreed monthly rental payment. At the end of the leasing tenor, the customer has the option to either return the vehicle or pay the pre-agreed Ownership Payment (Balloon Payment) and own the vehicle.

The below features are tailored to meet your needs:

- Sharia Compliant Financing
- Salary transfer is not required
- Available for both Saudi and non-Saudi citizens
- No guarantor required
- Instant pre-approval from the first visit
- A hassle-free application process
- Flexible monthly rental payment for up to 5 years
- Full insurance coverage throughout the lease period
- Flexible settlement options during and at the end of the lease period
- Dedicated Finance Centers to serve you across the kingdom
- Available in most car dealerships kingdom wide
- Special offers all year long
- Financing amount up to SAR 800,000
- Possibility of leasing up to 5 cars for Saudis and 3 for non-saudi residents
- Annual percentage rate starts from 10.90%
Overview

Various Payment Channels

With AlAhli Lease Finance program, you can pay through various convenient payment channels whether your current account is with NCB or in other banks:

- Auto deduction from NCB current account
- Online Banking Service*
- Phone Banking Service*
- ATM*
- NCB Branches

Important Note

Failing to pay the monthly rental payment on time will reflect negatively on your credit records in Saudi Credit Bureau (SIMAH) which may affect the decision of any future credit facility requested.

*For non-NCB current account holders, the customer may use his Lease Finance account number to pay the due amount via SADAD under biller code 016
Authorization to Drive

Renewal of Authorization to Drive

The first authorization to drive is automatically issued once you sign the leasing contract and submitted to you upon vehicle delivery. This authorization to drive ought to be renewed for you and any additional authorized driver before it expires. You can request renewal of authorization to drive by visiting the nearest Finance Centers with the required documents and you will receive it immediately.

Required Documents

- Copy of valid ID/Iqama
- Copy of valid Driving License

Important Note

To renew your authorization to drive, you must pay the monthly rental payment on time at the agreed date.
Additional Driver Authorization

The customer can authorize two additional drivers to drive the vehicle; provided that they have a valid Saudi driving license and the driver’s age is between 18 and 65 years old (Hijri). You can request additional driver authorization by visiting the nearest Finance Centers with the required documents and paying the required fee, upon which you will receive it immediately. Note that the Additional Driver Authorization fee will be added in your Lease Finance Account at the time of applying. To learn more about the fee, refer to the Fees Section on page 23.

**Required Documents**

- A copy of valid ID/Iqama of the customer
- A copy of valid ID/Iqama of the additional driver
- A copy of valid Driving License for the additional driver

**Important Note**

For additional driver authorization, you must pay the monthly rental payment on time at the agreed date.
International Authorization to Drive

The AlAhli Lease Finance program allows you to travel with the vehicle outside the Kingdom of Saudi Arabia, providing obtaining international authorization to drive; as the local authorization to drive is not applicable outside KSA. To request an international authorization to drive, please visit the nearest Finance Center with the required documents, pay the required fee, and follow the below steps:

- Pay international insurance policy (geographic extension), if any.
- Advance monthly rental payment for each month in the requested authorization validity period might be required.
- Pay international authorization to drive fee. To know more about the fee, refer to the Fees Section on page 23.

Important Notes

- The country in which the customer would like to obtain an International Authorization to Drive must be among the authorized countries by the bank.
- For an International Authorization to Drive, you must pay the monthly rental payment on time at the agreed date.
- In order to take the authorization to drive outside Saudi Arabia, you must have local authorization to drive.
- For non-GCC countries, a guarantor is required for resident customers. For Saudi customers, a guarantor is only required if the customer’s relationship in the program is less than 1 year.
Replacement of Vehicle License in Case of Its Loss

In case of vehicle license loss, please visit the nearest Finance Center and pay the required fee. The fee will be added to your Lease Finance Account at the time of applying. To know more about the fee, refer to the Fees Section on page 23.

Important Notes

- Pay all outstanding traffic violations, if any.
- Start the vehicle license renewal process 45 days before it expires, to ensure having enough time for the renewal process to take place thereby avoiding penalty of license expiration.
- In case vehicle license was expired for more than 60 days, a penalty amount will be added to your Lease Finance Account at the time of applying. To know more about the penalty fee, refer to the Fees Section on page 23.

Required Documents

- Original Vehicle License
- A copy of valid ID/Iqama
- A copy of valid Driving License
- Valid Original Periodic Vehicle Inspection Certificate linked to Traffic Department
- For female, a copy of valid ID and Driving License of additional authorized driver.
Other Services

Replacement of Lost Vehicle Plates

In case of vehicle plates loss, follow the below procedures:

- Inform the Finance Center immediately to issue a letter to the police
- Then the police will issue a letter to the customer.
- Then the customer has to submit this police letter to a Service representative at the Finance Center and the fill the required documents and pay a fee associated with the vehicle plates loss. The fee amount will be added to your Lease Finance Account at the time of applying. To know more about the fee, refer to the Fees Section on page 23.
- In coordination with the Traffic Department, you will be contacted to receive the new vehicle plates from the Traffic Department within 15 working days.

Required Documents

- A copy of Police Letter
- A copy of valid ID/Iqama
- A copy of valid Driving License
- An original Periodic Vehicle Inspection Certificate, linked with Traffic Department
- For female, a copy of valid ID and Driving License of additional authorized driver.
Other Services

Request an Additional Spare Key

Upon car delivery, you will receive only one key. The bank will keep the other key under its custody. In case you want to have an additional key (copy of the key), visit the nearest Finance Center to request a copy key and pay the fee, which will be added to your Lease Finance Account at the time of applying. To know more about the fee, refer to the Fees Section on page 23. Please note that this service may require bringing the vehicle to the vehicle dealership to encode or program the additional key.

Important Notes

- For an additional key, you must pay the monthly rental payment on time at the agreed date.
- Customer will bear any additional cost of losing the key.
The AlAhli Lease Finance program allows you to own the vehicle during the leasing period. You can apply for early settlement by visiting the nearest Finance Center and paying the early settlement amount. Upon paying the early settlement amount, ownership transfer process will take place. To know more, refer to the following section ‘ownership transfer’ on page 14.

If you want to know the amount of early settlement, you can call Phone Banking or visit the nearest Finance Center. The early settlement formula described below complies with Saudi Arabian Monetary Agency (SAMA) regulations:

\[
\text{The outstanding principal amount} + \text{The profit amount of the following three months} = \text{The early settlement amount.}
\]
Exit Options

Ownership Transfer

The AlAhli Lease Finance program allows you to own the vehicle during or at the end of your leasing period. You can request ownership transfer service by visiting the nearest Finance Center with the required documents and paying the associated costs. To know more about the fee, refer to the Fees Section on page 23.

Important Notes

- Pay all outstanding traffic violations, if any.
- The customer will bear insurance cost in case of his/her delay in applying for ownership transfer for 30 days from last monthly rental payment as stated in the leasing contract.
- In case you lost the vehicle license, the penalty fees will be added to your Lease Finance Account at the time of applying. To know more about the fee, refer to the Fees Section on page 23.

Required Documents

- Original vehicle license.
- A copy of valid Id/Iqama.
- A copy of valid Driving License.
- An original valid Periodic Vehicle Inspection Certificate linked with Traffic Department.
- A valid Vehicle Insurance Policy in the name of the customer. Make sure that the insurance company linked the vehicle data to the Najm system.
- Residents should bring a letter from Traffic Department stating the number of owned vehicles which should not exceed two vehicles.
- For female customers, a copy of valid Id/Iqama of the authorized driver and his Driving License.
Exit Options

Contract Termination

The AlAhli Lease Finance program provides you with the opportunity to terminate the contract and return the vehicle to NCB at any time during your leasing period. You can apply for a contract termination by visiting the nearest Finance Center, and following the below steps:

- Pay the monthly rental payment on time at the agreed date.
- Pay all outstanding traffic violations, if any.
- Pay excessive mileage usage charges, if any.
- Pay cost of repairing damages, if any.
- Pay the termination fee as shown in the below table. The termination fee depends on the down payment made by the customer.

<table>
<thead>
<tr>
<th>Remaining Years</th>
<th>Down Payment</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>10% or Less</td>
</tr>
<tr>
<td>1st Year</td>
<td>9 Installments</td>
</tr>
<tr>
<td>2nd Year</td>
<td>7 Installments</td>
</tr>
<tr>
<td>3rd Year</td>
<td>5 Installments</td>
</tr>
<tr>
<td>4th or 5th Year</td>
<td>1 Installment</td>
</tr>
</tbody>
</table>

Important Notes

- The annual mileage usage allowed is 25,000 KM equivalent to 2,084 KM per month. Mileage usage is calculated on monthly basis from the first rental payment due date till the contract termination date. In case of excessive mileages usage, a fine will be charged for each additional Kilometer. To know more about the fee, refer to the Fees Section on page 23.
- Vehicle inspection will be performed by the vehicle dealership and in case of violation of the terms and condition of the leasing contract, the customer will be held liable to pay any cost of misuse.
Exit Options

Lease Transfer

The AlAhli Lease Finance program enables you to transfer your lease to another person during the leasing period, provided that the new person meets the program criteria mentioned in AlAhli Website (www.alahli.com) and meets the below requirements:

- The current customer must pay the monthly rental payment on time at the agreed date.
- The finance amount should be more than SR 20,000.
- The remaining leasing period of the current customer will be the leasing period for the new customer.
- New monthly rental payment and ownership payment for the new customer is calculated.

Lease Transfer Procedures

- The new and current customers should visit the Finance Center, submit the required documents, and sign the lease transfer application form.
- The eligibility criteria and documentation requirements to apply for Lease Finance program are mentioned in AlAhli Website (www.alahli.com).
- The new customer should pay the lease transfer administrative fee. To know more about the fee, refer to the Fees Section on page 23.

Important Note

- In case the new customer did not meet NCB requirements or non-completion of procedures, the first/current customer will still be held liable for the contract.
Exit Options

Ownership Payment Installment Program
At the end of your leasing period, you can apply to Ownership Payment Installment Program. Under this program, the ownership of the vehicle will be transferred to you. Also, you will pay a monthly installment for a maximum 12 month tenor. You can apply for this program by visiting the nearest Finance Center, filling the required documents and paying the administrative fee. To know more about the fee, refer to the Fees Section on page 23.

Important Notes

- Income documentation will be required. Refer to document requirements on AlAhli Website (www.alahli.com)
- The customer must provide a valid Vehicle Insurance Policy in his/her name. Please make sure that the insurance company linked the vehicle data to the Najm system.
- The finance amount must be more than SR 5000.

Secondary Lease Program
At the end of your leasing period, you can apply to Secondary Lease Program. This program enables you to extend your leasing tenor for a period of time provided that the total leasing period does not exceed five years. You can apply for a secondary lease program by visiting the nearest Finance Center, filling the required documents, and paying the administrative fee. To know more about the fee, refer to the Fees Section on page 23.

Important Notes

- Income documentation will be required. Refer to document requirements on AlAhli Website (www.alahli.com)
- The finance amount should be more than SR 20,000.
Exit Options

In Case of Death

In the event of Lessee death, the legal heirs should visit the nearest Lease Finance Center and consult our representative regarding the options available to them.

Available Options

• The heir can opt to pay the early settlement amount; hence, the ownership of the vehicle will be transferred to the rightful heir.

• Lease Transfer to a third party who is qualified as per Lease Finance Terms and Conditions.

• Terminating the contract without paying any termination fees provided that there is no pending amount on the customer.

Required Documents

• Original Death Certificate
• Original customer Inventory of Inheritance
• The legal certificate of Power of Attorney to the rightful heir
About Insurance Policy*

AlAhli Lease Finance program enjoys full insurance coverage throughout your leasing period that is subject to renewal annually. To enjoy the benefits of the insurance policy, please ensure its validity. You can contact 920001000 to know which insurance company the vehicle is insured with.

Insurance Policy Basic Coverage

- Fire and explosion
- Theft
- Natural Disasters
- The insurance policy covers the Kingdom of Saudi Arabia and the Gulf Cooperation Council countries (GCC). The other Arab countries require approval from NCB and the insurance company.
Insurance Exclusions

- This policy does not cover any driver at the time of accident if under 18 years old (Hijri) and over 65 years old (Hijri).
- This policy does not cover any motor vehicle that has been let on hire or sub-lease or used for commercial transport or any commercial use.
- This policy does not cover any motor vehicle while driving off-road.
- This policy does not cover any claim arising out of accident, loss, damage or liability reported to the Insurance Company after 15 days from the date of accident.
- This policy does not cover any accident caused by: crossing a red signal, driving on the wrong side of the road, exceeding the speed limit, drifting, when the driver is under the influence of alcohol, drugs, or medically prescribed medication that prohibits driving, or any other traffic violations.
- The insurance policy will not cover any loss or damage caused directly or indirectly by the discharge, explosion or use of any device, weapon or material employing or involving nuclear fission, nuclear fusion or radioactive force, directly or indirectly resulting in nuclear reaction or radiation or radioactive contamination, or the use, release or escape of chemical, biological, radiological or similar agents, whether in time of peace or war, and regardless of who commits the act, regardless of any other cause or event contributing concurrently or in any other sequence thereto.
- This policy does not cover any motor vehicle that has any of its parts replaced or altered-parts that have been replaced during regular maintenance are exempted-without obtaining the bank’s approval.
The first insurance policy is automatically issued once you sign the leasing contract and will be submitted to you upon vehicle delivery. In case of any vehicle accident (May Allah Forbid), be sure to do the following:

- No waiver of/ for other party liabilities should be made.
- Call Najm Company on 920000560 and make sure to obtain the reference number receipt.
- Inform the insurance company which the vehicle is insured with, immediately within a maximum of 15 days after the accident date.
- The insurance company agent will inspect the damaged vehicle at the authorized vehicle dealer workshop.
- If the final quotation was issued by the vehicle dealer workshop, it will be sent to the insurance company for repair to take place, taking into account the completion of all essential documents and required regulations to release or accept the claim.

**Required Documents**

- The original of the following documents:
  - Traffic Department report or Najm Company report, in case of traffic accident
  - Police report, in case of theft
  - Civil Defense report in case of fires or natural disasters
- The insurance claim form is duly completed and signed.
- Copy of vehicle Accident Repair Permission
- Copy of vehicle Accident Sketch
- Copy of valid vehicle License, Copy of valid ID/Iqama, Copy of valid Driving License (customer or authorized driver)
- Obtain quotations of vehicle repair from head of workshop (Sheikh Alwerash)
- In case the accident occurs outside the Kingdom of Saudi Arabia, a traffic report attested by the Saudi Embassy in the country where the accident occurred should be provided. If the customer repaired the Vehicle in the country where the accident occurred, the following documents should be provided:
  - A photo of the vehicle after the accident occurred and after the vehicle has been repaired, a repairing invoice attested by the Saudi Embassy in the country where the occurred.
Insurance Guidelines

Important Notes

- Settlement of valid claims will be done in accordance with the terms and conditions specified in the policy certificate.
- The driver’s age should be not less than 18 years old and not more than 65 years old (Hijri).
- This policy is only valid inside Saudi Arabia, unless the geographical extension is purchased.
- Pay the policy excess as per the main policy in case of accident, but if the third party involvement in the accident is 100%, then you will not pay any excess.
- In case of multi-claims registered, in one insurance year, the policy excess will increase and the customer is to pay this amount regardless of other party participation in the accident.
- The customer will pay the policy excess to the insurance company if third party information was not available at time of accident such as unknown and hit-and-run accident.
- Self-repairing is not allowed unless written permission from the insurance company is acquired.
- The company reserves the right to declare a constructive total loss, if the cost of repair reaches 60% of the vehicle insurance value and beyond economical repair.
- As a special service for NCB customers, you do not have to pay any amount of the spare parts depreciation.
- In case the claim was rejected from the Insurance Company, a copy of rejection letter is required.
- To know more about the Term and Conditions, refer to the insurance policy.
### Service Fees and Fines

The table below presents the services fees and fines related to Alahli Lease Finance program, knowing that it will be added to your Lease Finance account while service is being executed.

<table>
<thead>
<tr>
<th>Services</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Additional Driver</td>
<td>Fee</td>
<td>300 SR/ driver</td>
</tr>
<tr>
<td>International Authorization</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gulf Countries</td>
<td>1 Month</td>
<td>SR 100</td>
</tr>
<tr>
<td></td>
<td>3 Months</td>
<td>SR 200</td>
</tr>
<tr>
<td></td>
<td>6 Months</td>
<td>SR 300</td>
</tr>
<tr>
<td>Arab Countries</td>
<td>1 Month</td>
<td>SR 200</td>
</tr>
<tr>
<td></td>
<td>3 Months</td>
<td>SR 500</td>
</tr>
<tr>
<td>Renewal of Vehicle License</td>
<td>Private Vehicle</td>
<td>SR 245’</td>
</tr>
<tr>
<td></td>
<td>Commercial Vehicle</td>
<td>SR 395’</td>
</tr>
<tr>
<td>Vehicle License Expiry</td>
<td>Penalty after 60 days from license expiry</td>
<td>SR 100’</td>
</tr>
<tr>
<td>Replacement of Vehicle License in case of its loss</td>
<td>Fee</td>
<td>SR 150’</td>
</tr>
<tr>
<td>Replacement of Vehicle Plates in case of its loss</td>
<td>Fee</td>
<td>SR 150’</td>
</tr>
<tr>
<td>Additional Spare Key</td>
<td>Fee</td>
<td>SR 300</td>
</tr>
<tr>
<td>Ownership Transfer</td>
<td>Private Vehicle</td>
<td>SR 225’</td>
</tr>
<tr>
<td></td>
<td>Commercial Vehicle</td>
<td>SR 250’</td>
</tr>
<tr>
<td>Additional Kilometer in case of Contract Termination</td>
<td>Fee</td>
<td>0.50 SR/ Additional Kilometer</td>
</tr>
<tr>
<td>Lease Transfer</td>
<td>Fee</td>
<td>1% from finance amount</td>
</tr>
<tr>
<td>Ownership Payment Installment</td>
<td>Fee</td>
<td>1% from finance amount</td>
</tr>
<tr>
<td>Secondary Lease</td>
<td>Fee</td>
<td>1% from finance amount</td>
</tr>
</tbody>
</table>

*These fees are subject to change as per Traffic Department instruction.*
Contact Us

Important Numbers

<table>
<thead>
<tr>
<th>Service</th>
<th>Number</th>
</tr>
</thead>
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<tr>
<td>Phone Banking</td>
<td>920001000</td>
</tr>
<tr>
<td>Najm Company</td>
<td>920000560</td>
</tr>
</tbody>
</table>

Searching for Service Center

In case you want to know the location of a Lease Finance Service Center, please visit AlAhli website (www.alahli.com) and follow the below steps:

1. Click on ‘Find Us’
2. Choose the city
3. Narrow the search by choosing Lease Finance Service Center in ‘Filter your search’ section.
4. Then click on ‘Go’