

CLIENT ONBOARDING PLAN

Nigeria Commercial Motorcycle Hire-Purchase Operations

IMPORTANT RULE FOR FILLING THIS FORM

FILL THIS FORM IN CAPITAL LETTERS ONLY. IF ANY INFORMATION GIVEN IS WRONG, FALSE, FORGED, MISLEADING OR INCOMPLETE, THE APPLICATION WILL BE CANCELLED. THIS WILL ALSO LEAD TO REFUSAL, ENDING OF THE AGREEMENT, COLLECTION OF THE MOTORCYCLE AND A REPORT TO THE AUTHORITIES.

A. FILE DETAILS (FILLED BY GORILLA BEFORE ISSUE)

Application / File Number	
Date of Application	
Relationship / Operations Officer	
Approved Park / Base	
Proposed Start Date	

B. WHAT EVERY RIDER MUST HAVE

- The Hirer must show a valid physical National Identification Number slip or card, a Permanent Voter's Card and a valid Rider's Permit. Gorilla will see the originals before the motorcycle is released.
- The Hirer must provide two approved Guarantors and complete all identity, home, bank, tracker, inspection and signing checks.
- No motorcycle will be released until Gorilla finishes all checks, both Guarantors are approved and the Hire-Purchase Agreement is signed.

C. MAIN RISK EVENTS

- **PAYMENT DEFAULT:** Two daily payments in a row are missed, or unpaid amounts equal to two daily payments are outstanding at any time.
- **TWO-DAY INACTIVITY:** The motorcycle is not used for two working days in a row without Gorilla's approval. Gorilla will take back the motorcycle in full. This is checked using the tracker, payment records, operating logs, inspections and attempts to reach the Hirer.
- **TRACKER TAMPERING:** Removing, disconnecting, jamming, covering, rewiring, moving or damaging the tracker, or deliberately causing tracking to be lost.
- **FAKE OR INFERIOR PARTS:** Removing genuine manufacturer parts or replacing them with counterfeit, fake, stolen, unsafe or poor-quality parts.
- **SELLING OR HANDING OVER THE MOTORCYCLE:** Selling, pledging, mortgaging, sub-hiring, lending, transferring the motorcycle, or allowing an unapproved rider or third party to have it.
- **MISSED INSPECTION:** Failing to attend the compulsory inspection at Gorilla's office on the 15th or 30th of the month. No excuses are accepted and Retrieval Status begins at once.
- **REFUSING TO PRESENT THE MOTORCYCLE:** Refusing, delaying or failing to bring the motorcycle for inspection, safety checks or a collection request from Gorilla.
- **CRIMINAL OR DISORDERLY CONDUCT:** Using the motorcycle for crime, violence, public disorder, cult or gang activity, reckless riding, or any conduct that creates safety or reputational risk for Gorilla.
- **ABANDONMENT OR HIDING:** Abandoning or hiding the motorcycle, refusing to say where it is, stealing or converting it, or deliberately disappearing.
- **LEAVING THE APPROVED AREA:** Moving or doing business outside Ido Local Government Area, Ibadan North-West Local Government Area or Ibadan North-East Local Government Area without Gorilla's written approval.

PART 1 — HIRER IDENTITY AND VERIFICATION

HIRER PASSPORT PHOTOGRAPH AFFIX HERE	LEFT THUMBPRINT PLACE HERE	RIGHT THUMBPRINT PLACE HERE

THUMBPRINT CONTROL: Both thumbprints must be made in front of a Gorilla Operations Manager, who will sign below.

Operations Manager Name / Staff Number	
Operations Manager Signature / Date	

Full Name (Surname First)	
Date of Birth / Age	
National Identification Number	
Permanent Voter's Card Number	
Rider's Permit Number / Expiry Date	
Bank Verification Number	
Main Phone / WhatsApp	
Home Address	
Landmark / Map Pin	
How Long at This Address	_____ Years _____ Months
Landlord / Caretaker / Phone	
Next of Kin / Relationship	
Next of Kin Phone / Address	
Main Occupation	
Employer / Business / Address	
Average Monthly Income	₦ _____
Main Bank / Account Number	
Commercial Riding Experience	_____ Years _____ Months
Transport Union / Park / Identity Card	

DOCUMENTS THE HIRER MUST PROVIDE

☐ Physical National Identification Number slip or card seen, copy kept	☐ Permanent Voter's Card seen, copy kept
☐ Valid Rider's Permit seen, copy kept	☐ Bank Verification Number checked
☐ Two recent passport photographs	☐ Utility bill or other proof of home address
☐ Six months bank statements from main account	☐ Proof of income, employment or business
☐ Home visit done and map pin taken	☐ Landlord or caretaker confirmation
☐ Next of kin confirmation	☐ Hirer interview completed

PART 2 — MOTORCYCLE AND PAYMENT DETAILS (FILLED BY GORILLA)

GORILLA PRE-FILL CONTROL

Gorilla will fill this section before giving the form to the Hirer. The Hirer must not change the payment terms, motorcycle details or payment account. Any approved correction must be signed by both Gorilla and the Hirer.

Motorcycle Make / Model	
Year / Colour	
Engine Number	
Chassis Number	
Registration Number	
Tracker Device Number	
Mileage at Handover	
Daily Payment	₦6,100
Payment Days	Six (6) days a week: Monday to Saturday
How the Total is Calculated	₦6,100 x 6 days x 4 weeks x 18 payment months
Total Hire-Purchase Price	₦2,635,200
Length of Agreement	18 payment months / 72 payment weeks
Date First Payment is Due	
Expected Date of Final Payment	
Dedicated Payment Account	Bank: _____ Account Name: _____ Account Number: _____
Approved Operating Area	Ido, Ibadan North-West and Ibadan North-East Local Government Areas ONLY

PAYMENT ACCOUNT AND OPERATING AREA RULES

- Gorilla will give each Hirer a dedicated payment account so payments are easy to track, reconcile and monitor for default. A payment counts only when cleared money enters that account and appears in Gorilla's payment records.
- All business and commercial riding must stay within Ido, Ibadan North-West and Ibadan North-East Local Government Areas. The motorcycle must not be taken outside these areas without Gorilla's written approval.

WHAT GORILLA PROVIDES

☐ One (1) motorcycle	☐ One (1) key	☐ One (1) helmet
☐ First-year registration and paperwork	☐ First-year insurance arranged by Gorilla	

CONDITION AT HANDOVER

Engine / Starting	☐ Good ☐ Note
Tyres / Rims / Brakes	☐ Good ☐ Note
Lights / Electrical	☐ Good ☐ Note
Body / Frame / Seat / Mirrors	☐ Good ☐ Note
Tracker	☐ Online ☐ Paired
Key / Helmet Delivered	Key: ☐ Yes (one) Helmet: ☐ Yes (one)
Hirer Handover Signature / Date	

PART 3 — CARE, USE, REPAIRS, INSPECTION AND TRACKER

A. CARE AND USE OF THE MOTORCYCLE

1. The motorcycle belongs to Gorilla until ownership properly passes to the Hirer under the Hire-Purchase Agreement. Until then the Hirer only keeps and uses it on Gorilla's behalf.
2. The Hirer must use the motorcycle personally, for approved business and only within the approved area. The Hirer must not sell, pledge, mortgage, sub-hire, lend or transfer it, or allow an unapproved rider to use it.
3. The Hirer must keep the motorcycle safe, in good working condition and in line with all traffic, licensing, insurance and safety rules.
4. The Hirer must not deface, change, hide or replace the engine number, chassis number, registration number, tracker or any other identifying mark.
5. The Hirer must report any accident, theft, seizure, impoundment, major breakdown, major damage or Law Enforcement Agents involvement immediately, and must provide any evidence Gorilla asks for.
6. After the first year, the Hirer is fully responsible for renewing the licence, statutory papers and insurance on time.

B. REPAIRS AND MAINTENANCE

- The Hirer pays the full cost of servicing, maintenance, repairs, tyres, consumables and replacement parts for the whole period of the agreement, unless Gorilla agrees in writing to pay a particular cost.
- Any major breakdown, dismantling, part replacement or repair outside a scheduled inspection must be reported to Gorilla before work starts. Gorilla's written approval must be obtained before the repair begins, except for urgent safety action needed to prevent injury or further damage.
- Only genuine manufacturer parts, or parts proven to be of the same standard, may be used. Counterfeit, fake, stolen, unsafe or poor-quality parts are not allowed.

C. COMPULSORY INSPECTION — NO EXCUSES

- The Hirer must bring the motorcycle to Gorilla's office on the 15th and 30th of every month. In February, the second inspection is on the last day of the month. If Gorilla's office is closed on an inspection day, Gorilla will tell the Hirer the replacement date.
- Missing an inspection without approval puts the motorcycle in Retrieval Status immediately. Gorilla will contact the Hirer and both Guarantors and will start collecting the motorcycle.
- If the motorcycle fails inspection, Gorilla will keep it until the fault, tracker problem, parts problem, licence or insurance problem, or safety concern is fully fixed. It will only be released with written sign-off from a Gorilla Operations Manager.

D. TRACKER — NO EXCUSES

- The Hirer must not remove, unplug, disconnect, cover, jam, rewire, move, damage, reset or interfere with the tracker, its phone chip, power line, antenna, sensor or any security device.
- Deliberate or suspicious loss of tracking is a Critical Default. It puts the motorcycle in Retrieval Status immediately and the Hirer must bring the motorcycle to Gorilla the same day.

PART 4 — DEFAULT, COLLECTION, TERMINATION AND LIABILITY

A. PAYMENT DEFAULT AND TWO-DAY INACTIVITY

- **PAYMENT DEFAULT:** happens when the Hirer misses two daily payments in a row, or when unpaid amounts equal to two daily payments are outstanding at any time.
- **SICKNESS OR INDISPOSITION:** If the Hirer is sick or otherwise unable to ride, Gorilla will retrieve the motorcycle within 24 hours and keep it at Gorilla's office until the Hirer is fit to resume. The Hirer must inform Gorilla immediately.
- **TWO-DAY INACTIVITY:** happens when the motorcycle is not used for its approved business purpose for two working days in a row without Gorilla's written approval. Two days of unapproved inactivity means Gorilla will take back the motorcycle in full. Approved rest days, documented emergencies and pre-approved maintenance periods do not count.

B. COLLECTING THE MOTORCYCLE

1. When a Retrieval Trigger happens, Gorilla will record the payment, tracker, inspection, communication and other evidence in the account file and will immediately put the motorcycle in Retrieval Status.
2. The Hirer must hand over the motorcycle at the place and time Gorilla states. Critical Defaults, missed inspections, tracker tampering, hiding the motorcycle, selling or handing it over, theft or a missing motorcycle, and serious criminal use will lead to immediate action.
3. If the Hirer does not hand over the motorcycle voluntarily, Gorilla may go to court, obtain a court order and use court officers, Law Enforcement Agents assistance or any other means Gorilla decides to collect it.
4. Gorilla will record the condition of the collected motorcycle, inspect it, note any missing or damaged items and decide the next steps for accounting and enforcement.
5. When the agreement ends and the motorcycle is collected, the Hirer loses the motorcycle and all payments already made. No payment will be refunded.

C. HIRER'S RESPONSIBILITY FOR LOSSES

The Hirer must pay Gorilla for reasonable and documented loss, damage, liability and cost caused by:

- unapproved use, sub-hiring, transfer, hiding, abandoning or converting the motorcycle;
- tampering with or deliberately damaging the tracker;
- using counterfeit or non-standard parts, stripping the motorcycle or making unapproved changes;
- traffic fines, towing, storage, impoundment and regulatory charges caused by the Hirer;
- claims by other people caused by careless, reckless or criminal riding, where insurance does not cover them;
- reasonable tracing, towing, storage, inspection, recovery and court costs directly caused by Default.

D. STOLEN OR MISSING MOTORCYCLE — LIABILITY OF THE HIRER AND GUARANTORS

- If the motorcycle is stolen, missing, converted, deliberately hidden or cannot be recovered, the Hirer and both Guarantors are jointly and individually responsible for paying Gorilla the full outstanding amount, any uninsured loss, insurance excess, damage, tracing and recovery costs and any remaining shortfall.
- If the Hirer and/or the motorcycle cannot be found, both Guarantors become fully liable. The Guarantors must produce the Hirer and/or the motorcycle to Gorilla. Until the Hirer or the motorcycle is produced, the Guarantors will be held responsible in the Hirer's place and Gorilla may take recovery and court action against them directly.
- Theft or suspected theft must be reported to Gorilla immediately and to Law Enforcement Agents without delay. The Hirer must fully cooperate with tracker-based recovery and with insurance requirements.

E. CONSENT TO CHECKS AND COMMUNICATION

The Hirer agrees that Gorilla may verify and process the Hirer's identity, National Identification Number and Bank Verification Number results, contact and home details, bank statements, payment records, photographs, signatures, thumbprints, tracker data, inspections, communications and recovery records. This is for onboarding, motorcycle security, payment management, insurance, fraud prevention, recovery, compliance and disputes. Gorilla will share information about default, inspection, tracker events, theft, a missing motorcycle and collection with both approved Guarantors.

PART 5 — GUARANTOR REQUIREMENTS AND GUARANTOR 1

A. TWO GUARANTORS ARE REQUIRED. EACH MUST MEET THIS STANDARD

Age	Not older than 55 years at the time of onboarding.
Identity	Valid National Identification Number and Bank Verification Number; original government-issued identity card seen; passport photograph.
Banking	At least six months bank statements from the main salary or business account.
Civil Servant	Confirmed Grade Level 12 or above; staff identity card, proof of employment and payslips where available.
Business Owner	At least five active years in the same line of business at largely the same location; registration or location evidence and bank statements.
Private Employee	Verified monthly salary of ₦1,000,000 or more; employer identity card or letter and proof of salary.
Home / Availability	Verifiable home address; reachable; interviewed separately and available for checks.
Independence	Two different people. Anyone already standing as a Gorilla guarantor needs written approval.

B. GUARANTOR 1 DETAILS

GUARANTOR 1 PASSPORT PHOTOGRAPH
AFFIX HERE

Full Name (Surname First)	
Date of Birth / Age	
National Identification Number / Bank Verification Number	
Phone / WhatsApp	
Home Address / Map Pin	
Relationship to Hirer / Years Known	
Category	☐ Civil Servant, Level 12 or above ☐ Business Owner, 5 years active or more ☐ Private Employee, ₦1,000,000 monthly salary or more
Employer / Business / Position	
Office / Business Address	
Monthly Salary / Average Income	₦ _____
Main Bank / Statement Period	From _____ to _____

GUARANTOR 1 DOCUMENTS

☐ National Identification Number / government identity card	☐ Bank Verification Number checked
☐ Passport photograph	☐ Proof of home address
☐ Six months bank statements	☐ Employment payslips OR business evidence
☐ Work or business verified	☐ Separate interview approved

PART 6 — GUARANTOR 1 GUARANTEE AND UNDERTAKING

GUARANTOR 1 — THIS IS A REAL FINANCIAL OBLIGATION

By signing below, Guarantor 1 agrees to a continuing guarantee, jointly and individually with the Hirer and Guarantor 2. Gorilla is relying on this promise in releasing the motorcycle to the Hirer.

1. I ask Gorilla to enter into, or continue, the Hire-Purchase arrangement with the Hirer. I fully and unconditionally guarantee that the Hirer will meet all enforceable payment, care, return, damage, compensation and related obligations on time.
2. My liability is joint and individual with the Hirer and Guarantor 2. Gorilla may demand payment from me without first pursuing the Hirer.
3. This guarantee continues until the arrangement is completed or ended, the motorcycle is returned or ownership properly passes, and every enforceable amount has been finally paid.
4. Giving the Hirer more time, accepting late or part payment, pausing the agreement, changing the payment account, forgiving a breach or changing the payment timetable will not release me from this guarantee.
5. I separately promise to compensate Gorilla, as a primary obligation, for reasonable loss if any guaranteed obligation turns out to be invalid or unenforceable because of an act, omission, false statement or lack of authority by the Hirer or by me.
6. If the motorcycle is stolen, missing, converted, hidden or cannot be recovered, I will, jointly and individually, pay Gorilla the full outstanding amount, any uninsured loss, insurance excess, damage, tracing and recovery costs and any remaining shortfall.
7. If the Hirer and/or the motorcycle cannot be found, I become fully liable and I must produce the Hirer and/or the motorcycle to Gorilla. Until I do, I will be held responsible in the Hirer's place, and Gorilla may take recovery and court action against me directly.
8. I will provide updated employment or business and banking evidence when asked, and will tell Gorilla promptly if I no longer meet the guarantor standard. Where a Guarantor no longer qualifies, the Hirer must provide an approved replacement Guarantor within five business days of notice.
9. I agree that Gorilla may verify my identity, address, employment or business and bank statements, and may send me information about payment default, missed inspections, tracker events, theft, a missing motorcycle, collection and enforcement.
10. I understand that this is a real financial obligation and that Gorilla will include me in recovery or court proceedings where this guarantee needs to be enforced.
11. I confirm that I had the chance to ask questions and to get independent advice before signing.

GUARANTOR 1 SIGNING

Guarantor 1 Signature / Date	
Adult Witness Name / Phone / Address	
Witness Signature / Date	
Gorilla Authorised Signatory / Date	

GUARANTOR 1 CONFIRMATION

"I understand that if the Hirer defaults, or the Hirer or the motorcycle cannot be found, I will be required to produce the Hirer or the motorcycle and to pay the amounts stated above." Initials: _____

PART 7 — GUARANTOR 2 DETAILS, GUARANTEE AND UNDERTAKING

GUARANTOR 2 PASSPORT PHOTOGRAPH
AFFIX HERE

Full Name (Surname First)	
Date of Birth / Age	
National Identification Number / Bank Verification Number	
Phone / WhatsApp	
Home Address / Map Pin	
Relationship to Hirer / Years Known	
Category	☐ Civil Servant, Level 12 or above ☐ Business Owner, 5 years active or more ☐ Private Employee, ₦1,000,000 monthly salary or more
Employer / Business / Position	
Office / Business Address	
Monthly Salary / Average Income	₦ _____
Main Bank / Statement Period	From _____ to _____

GUARANTOR 2 DOCUMENTS

☐ National Identification Number / government identity card	☐ Bank Verification Number checked
☐ Passport photograph	☐ Proof of home address
☐ Six months bank statements	☐ Employment payslips OR business evidence
☐ Work or business verified	☐ Separate interview approved

GUARANTOR 2 — THIS IS A REAL FINANCIAL OBLIGATION

By signing below, Guarantor 2 agrees to a continuing guarantee, jointly and individually with the Hirer and Guarantor 1. Gorilla is relying on this promise in releasing the motorcycle to the Hirer.

GUARANTOR 2 GUARANTEE AND UNDERTAKING

1. I fully and unconditionally guarantee the Hirer's enforceable payment, care, return, damage and compensation obligations under the Hire-Purchase arrangement.
2. My liability is joint and individual with the Hirer and Guarantor 1. This guarantee continues until every enforceable amount has been finally paid.
3. Giving the Hirer more time, accepting late or part payment, changing the payment account, pausing the agreement or changing the payment timetable will not release me from this guarantee.
4. I separately promise to compensate Gorilla for reasonable loss caused by any act, omission, false statement or lack of authority by the Hirer or by me.
5. If the motorcycle is stolen, missing, converted, hidden or cannot be recovered, I will, jointly and individually, pay Gorilla the full outstanding amount, any uninsured loss, insurance excess, damage, tracing and recovery costs and any remaining shortfall.
6. If the Hirer and/or the motorcycle cannot be found, I become fully liable and I must produce the Hirer and/or the motorcycle to Gorilla. Until I do, I will be held responsible in the Hirer's place, and Gorilla may take recovery and court action against me directly.
7. I will keep my employment or business, address and banking evidence up to date and will tell Gorilla promptly if I no longer qualify.
8. I agree to verification and to receiving information about default, missed inspections, tracker events, theft, a missing motorcycle, collection and enforcement.
9. I understand that Gorilla will include me in recovery or court proceedings where this guarantee needs to be enforced, and that I had the chance to get independent advice.

GUARANTOR 2 SIGNING

Guarantor 2 Signature / Date	
Adult Witness Name / Phone / Address	
Witness Signature / Date	
Gorilla Authorised Signatory / Date	

GUARANTOR 2 CONFIRMATION

"I understand that if the Hirer defaults, or the Hirer or the motorcycle cannot be found, I will be required to produce the Hirer or the motorcycle and to pay the amounts stated above." Initials: _____

PART 8 — HIRER CONFIRMATIONS AND GORILLA APPROVAL

A. HIRER CONFIRMATIONS (TICK EACH ONE)

- ☐ 1. I filled this form in CAPITAL LETTERS and every statement and document is true, accurate and complete. Wrong, false, forged or misleading information cancels the application.
- ☐ 2. The motorcycle belongs to Gorilla until ownership properly passes to me under the Hire-Purchase Agreement.
- ☐ 3. I accept ₦6,100 daily, six payment days a week, 18 payment months (72 payment weeks) and a total Hire-Purchase Price of ₦2,635,200.
- ☐ 4. Gorilla will give me a dedicated payment account and I will make all scheduled payments into that account unless Gorilla changes it in writing.
- ☐ 5. I will only do business within Ido, Ibadan North-West and Ibadan North-East Local Government Areas.
- ☐ 6. Payment Default happens after two missed daily payments in a row, or when unpaid amounts equal to two daily payments are outstanding.
- ☐ 7. Two working days in a row of unapproved inactivity means Gorilla will take back the motorcycle in full.
- ☐ 8. Tampering with the tracker, deliberately losing tracking, swapping parts, selling or handing over the motorcycle, hiding it, theft, a missing motorcycle or serious criminal conduct will lead to immediate action.
- ☐ 9. I will get Gorilla's written approval before any major repair or part replacement outside the scheduled inspection.
- ☐ 10. I will bring the motorcycle to Gorilla's office on the 15th and 30th of every month. Missing an inspection without approval puts the motorcycle in Retrieval Status immediately.
- ☐ 11. A motorcycle that fails inspection will be kept by Gorilla until it is fixed and released by a Gorilla Operations Manager.
- ☐ 12. Gorilla provides first-year paperwork, one helmet and first-year insurance. I will renew the licence, statutory papers and insurance after the first year.
- ☐ 13. I will hand over the motorcycle voluntarily when Gorilla issues a Retrieval Notice. Gorilla may use court orders, court officers and Law Enforcement Agents assistance where necessary.
- ☐ 14. When the agreement ends and the motorcycle is collected, I lose the motorcycle and all payments already made. No payment will be refunded.
- ☐ 15. Both Guarantors will receive information about my payments, inspections, tracker events, theft, a missing motorcycle and collection, and will be liable under their guarantees.
- ☐ 16. If I and/or the motorcycle cannot be found, my Guarantors will be fully liable, must produce me and/or the motorcycle, and will be held responsible in my place.
- ☐ 17. If I am sick or unable to ride, I will inform Gorilla immediately. Gorilla will retrieve the motorcycle within 24 hours and keep it until I am fit to resume.

B. HIRER SIGNING

Hirer Full Name	
Hirer Signature / Date	
Witness Name / Phone	
Witness Signature / Date	
Gorilla Operations Manager / Date	

C. GORILLA INTERNAL RELEASE CHECKLIST

☐ Original identity card, Voter's Card and Rider's Permit seen	☐ Bank Verification Number checked
☐ Home address verified	☐ Hirer bank and income reviewed
☐ Guarantor 1 approved	☐ Guarantor 2 approved
☐ Dedicated payment account assigned	☐ Tracker installed and paired
☐ Motorcycle photographed	☐ Payment details pre-filled
☐ First-year insurance confirmed	☐ Helmet delivered
☐ Hire-Purchase Agreement fully signed	☐ Cash price disclosure completed
☐ Thumbprints witnessed by Operations Manager	
Overall Decision	☐ Approve ☐ Decline ☐ Conditional
Verification Officer / Date	
Risk / Operations Approval / Date	
Final Authorised Signatory / Date	

PART 9 — FIELD VISIT, COLLECTION, CASH PRICE AND REPAIR FORMS

A. HOME AND WORK VISIT REPORT

Person Verified / Date / Time	☐ Hirer ☐ Guarantor 1 ☐ Guarantor 2 _____
Address Visited / Map Pin	
Person Met / Neighbour or Landlord Confirmation	Name / Relationship / Phone: _____
Employment / Business / Years Confirmed	☐ Yes ☐ No Years: _____
Photographs Taken / Any Concern Found	☐ Home ☐ Business or Office ☐ Applicant Concern: ☐ None ☐ Yes
Field Officer / Applicant / Dates	

B. COLLECTION EVENT REPORT

Hirer / File / Motorcycle / Date and Time	
Trigger	☐ Payment ☐ Two-Day Inactivity ☐ Tracker ☐ Inspection ☐ Parts ☐ Conduct ☐ Left Approved Area ☐ Theft or Missing
Amount Outstanding / Last Tracker Location	
Notice Given / Guarantors Contacted	
How Collected	☐ Handed Over Voluntarily ☐ Court Order or Action ☐ Court Officer ☐ Law Enforcement Agents Assistance ☐ Other Means
Collection Location / Officer / Storage	
Condition / Missing Items / Evidence	☐ Tracker ☐ Payment Records ☐ Notices ☐ Calls ☐ Photos
Collection Officer / Reviewing Officer / Dates	

C. CASH PRICE DISCLOSURE BEFORE SIGNING

Prospective Hirer / Motorcycle	
Engine / Chassis Number	
Cash Price / Total Hire-Purchase Price	Cash Price: ₦ _____ Total Hire-Purchase Price: ₦2,635,200
Date / How Disclosed	Date: _____ ☐ In Person ☐ Email ☐ WhatsApp or PDF
Hirer / Gorilla Officer Signatures	

D. REPAIR APPROVAL / INSPECTION HOLD

Motorcycle / Hirer / Date	
Fault / Proposed Repair / Repairer	
Parts Proposed / Gorilla Decision	☐ Approved ☐ Declined ☐ Bring Motorcycle First
Inspection Hold	☐ Motorcycle Kept by Gorilla Reason: _____
Release Checks	☐ Fault Fixed ☐ Tracker Online ☐ Parts Verified ☐ Papers Up to Date
Operations Manager Release / Date	

E. FINAL CHECK BEFORE RELEASE

☐ Cash price disclosed before the Hire-Purchase Agreement	☐ Payment terms and motorcycle details stated
☐ Hire-Purchase Agreement signed by all required parties	☐ Both guarantees signed and witnessed
☐ Retrieval terms explained to Hirer	☐ Guarantor liability explained to both Guarantors
☐ Data notice and consent signed	☐ Liability and collection terms explained

FINAL CERTIFICATION

No motorcycle will be released until every required check is complete. This Plan works together with the signed Hire-Purchase Agreement. Collection, forfeiture, guarantee and liability provisions apply as written in this Plan.

Compliance Review Name / Signature / Date: _____	Operations Release Approval Name / Signature / Date: _____
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