

# HP VEHICLE PURCHASE AGREEMENT

UK garage / dealer vehicle sales order and purchase agreement template

**Important:** This template is a general business document for recording vehicle sales orders, purchase agreements, finance conditions, part-exchange values, deposits, amendments, cancellation records and handover readiness. It is not legal, tax, accounting or financial advice. Have it checked by a qualified adviser for your exact business, finance permissions, consumer process and jurisdiction before relying on it.

Form reference / sales order number:	Date:	Staff member:
Vehicle registration:	Customer / buyer:	Salesperson:

## Purpose

Used where the customer buys using hire purchase.

## Details to Record

Customer details:	Vehicle registration:
Cash price:	Deposit:
Amount of credit:	Term length:
Monthly payment:	APR:
Total amount payable:	Option to purchase fee, if applicable:
Finance provider:	Ownership position explained:
Customer acknowledgement:	

## Notes / Supporting Evidence

Notes, supporting evidence, customer communications, order conditions, handover notes or follow-up action:

## Signatures / Acceptance

Signature: _____	Garage representative signature: _____
Date: _____	Time / reference: _____