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|-------------------------------|-----------------------|
| ***For Internal Office Use*** | Date: _____ |
| | LRR: _____ |
| Dealer Representative: _____ | Dealer #: _____ |
| | Para: _____ |
| | Dealer Track #: _____ |



| | |
|--------------------------------|----------------------|
| Dealership Name: | |
| Dealership Phone #: | Dealership Fax #: |
| Dealer(s)/ Principal Owner(s): | Direct Cell Phone #: |

Dealer Sign-up Checklist

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|--|---|
| | Dealer Credit Application on All Owner(s) (Non- Franchise Dealers Only) |
| | Completed Dealer Information Report |
| | Completed, Signed, and Notarized Dealer Retail Installment Agreement (bottom of each page initialed) |
| | Completed, Signed, and Notarized Personal Guaranty (Non- Franchise Dealers Only) |
| | Signed Gramm- Leach- Bliley Act Agreement |
| | Copy of Dealer's State License |
| | Dealer Inventory Listing (Non- Franchise Dealers Only) |
| | Photos of Dealership (Building, Inside, and Lot) (Non- Franchise Dealers Only) |
| | ACH Enrollment Form |
| | Most Recent 3 Months Consecutive Bank Statements (account summary page showing ending balance required, transaction history is not required) |
| | BBB Rating |
| | Internet Search |
| | Point of Contact Name(s) and Cell Phone Number(s) (to be used to communicate via text message regarding the status of in-house credit applications) |

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