



Recreation Finance National Consumer  
Contract  
Completion Guide

<b>Contract Section: BORROWER(S):</b>	
Name(s):	Complete name of the applicant(s) approved on the loan, responsible for repayment.
Address:	Complete physical address of the applicant(s) from the loan application. <b>P.O. Boxes cannot be accepted.</b>
<b>Contract Section: LENDER:</b>	
Date:	Date the loan contract is signed and collateral is delivered. Format MM/DD/YYYY. <b>FOR COLORADO ONLY</b> – Unless your local DMV requires that the Maturity Date is stated on the Contract, this field should remain blank. If Maturity Date is required, select Maturity Date from the drop down box and enter the Maturity Date in the next field. Format MM/DD/YYYY.
<b>Contract Section: PROMISE TO PAY AND PAYMENT TERMS</b>	
Amount of \$ ____:	Value Equals Amount Financed
Rate of ____%:	Percentage is Contract Interest Rate
<b>Contract Section: TRUTH IN LENDING DISCLOSURES</b>	
ANNUAL PERCENTAGE RATE	Cost of credit as a yearly rate calculated according to Federal Regulation Z.
FINANCE CHARGE	The dollar amount the credit will cost the borrower. (Calculated as: Number of Payments x Amount of Payments - Amount Financed = Finance Charge)
Amount Financed	Amount of credit provided. Value should equal line 4 in ITEMIZATION OF AMOUNT FINANCED.
Total of Payments	Total amount paid after all scheduled payments are made. (Calculated as: Number of Payments x Amount of Payments = Total of Payments)
Number of Payments	Number of payments scheduled on the loan. Complete only the top line of this section.
Amount of Payments	Amount of scheduled monthly payments. Calculated based on APR, amount financed and term of the loan. Complete only the top line of this section.
When Payments Are Due	Monthly beginning - First payment should be 30- 45 days from the contract date stated in the LENDER section of this contract.
<b>Contract Section: ITEMIZATION OF AMOUNT FINANCED</b>	
1. Amount given to you directly...	N/A should be inserted.
2. Amount paid on your account...	Disclosure of a payoff trade to U.S. Bank. If no loan payoff to U.S. Bank, then N/A should be inserted.
3. (A) Amount paid to Public Officials...	Amount paid to registering State for title/security filing fees or amounts paid to any public official for the purpose of this loan. If value is a total of multiple fees, a breakdown of this amount should be stated on the buyer's order. UCC filing fees are deducted and paid to the State by U.S. Bank. If not applicable, N/A should be inserted.

<b>Contract Section: ITEMIZATION OF AMOUNT FINANCED continued...</b>	
3. (B-H) Amount Paid to _____ for _____	<p>Line 3. (B) must reflect the following information:  Amount paid to <b><u>Insert the Name of your dealership</u></b> for <u>Purchase of Collateral</u>. \$ _____ = Subtotal of Amount Financed PRIOR to Public Official fees, warranty and/or insurance amounts being added.</p> <p>Disclosure section for name(s) and amount(s) to be financed of additional products such as credit life or disability insurance, or extended warranty. Disclosure may also include payoff of trade to other lenders. If not applicable, N/A should be inserted.</p>
<b>Contract Section: NOTICE FOR FLORIDA ONLY.</b>	
Florida Documentary Stamp Tax required by law in the amount of \$ _____	<p>For loans closed or executed in FL, Documentary Stamp Tax is required. All other states leave blank.</p> <p>Dollar value entered calculated as follows: Amount Financed (rounded up to the nearest \$1,000) x .0035 = \$ _____. This amount will be deducted from proceeds at time of funding for payment to the Dept. of Revenue for documentary stamp payment by U.S. Bank on behalf of this transaction.</p>
<b>Contract Section: FOR WISCONSIN RESIDENTS ONLY: (Complete one section, ONLY)</b>	
MARITAL PURPOSE:	<p>WI residents ONLY. All other states leave blank.</p> <p>Signature required for married applicants present on a joint application approval. WI residents: if not applicable, leave blank.</p>
MARITAL INFORMATION:	<p>WI residents ONLY. All other states leave blank.</p> <p>Complete as requested for marital information when the spouse is not present on the application approval.</p>
NON-BORROWER SPOUSE	<p>WI residents ONLY. All other states leave blank.</p> <p>Signatures required for married couple on the individual application approval where the spouse is present but is waiving notice of extension of credit. WI residents: If not applicable, leave blank.</p>
<b>Contract Section: NOTICE TO BORROWER: (Signature(s) required for funding, based on loan approval.)</b>	
BORROWER	Power of Attorney <b>NOT</b> accepted.
CO-BORROWER	Power of Attorney <b>NOT</b> accepted.
<p><b>Contract Section: CREDIT INSURANCE:</b></p> <p><b>Please note: If insurance is not offered, N/A should be inserted in the Term and Cost fields and the “do”/“do not” boxes left blank. If insurance is offered, and borrower(s) declines the insurance, the Term and Cost fields may be completed with N/A, and the “do not” box may be checked.</b></p> <p><b>All insurance companies must be on the approved insurance company list provided by U.S. Bank.</b></p>	
Single Credit Life, Term, Cost	Complete Term, Cost and check “You do” box if Single Credit Life is being purchased. If the cost is being financed, the amount and company must be disclosed in the ITEMIZATION OF AMOUNT FINANCED section.
Single Credit Disability, Term, Cost	Complete Term, Cost and check “You do” box if Single Credit Disability is being purchased. If the cost is being financed, the amount and company must be disclosed in the ITEMIZATION OF AMOUNT FINANCED section.

<b>Contract Section: CREDIT INSURANCE continued...</b>	
Joint Credit Life, Term, Cost	Complete Term, Cost and check "You do" box if Joint Credit Life is being purchased. If the cost is being financed, the amount and company must be disclosed in the ITEMIZATION OF AMOUNT FINANCED section.
Borrower Signature, Date of Birth	Primary applicant signature required with date of birth ONLY if a credit insurance policy is purchased.
Co-Borrower Signature, Date of Birth	Co-applicant signature required with date of birth ONLY if a joint credit life insurance policy is purchased.
<b>Contract Section: SECURITY AGREEMENT.</b>	
<b>Please note: Each item secured should be listed individually, even if purchased as a package. Example: Boat, motor and trailer.</b>	
Collateral. Specify type:	Check the boxes that apply as collateral securing the note.
Year: _____	Field(s) indicate the model year of the collateral securing the note, format YYYY. Please note: Space is not provided to indicate if model year is NEW or USED, this information should be listed on the buyer's order for ALL secured collateral.
Make: _____	Field(s) indicates the manufacturer make of the collateral securing the note.
Model: _____	Field(s) indicates the manufacturer model number/name of collateral securing the note. Engine HP should be indicated here.
Serial/ Identification #	Field(s) indicates serial number/identification # assigned to the collateral securing the note as listed on the Manufacturer Statement of Origin or the Certificate of Origin.
<b>Contract Print Function Information</b>	
<p>Please review a printed copy of the contract to ensure the contract name, form number, revision date and page numbers print at the bottom of <b>all four</b> pages. This will avoid delays in funding. It may be necessary to adjust your print options as follows if the contract does not properly print:</p> <p><b>How to Resolve Printing Issue-</b> Select "File" from the upper left hand corner, then scroll down to "Print". A printer menu appears. Towards the bottom of the printer menu is a section called "Page Handling". Within "Page Handling" there is a drop down box beside "Page Scaling" with four options. Select and highlight either "Fit to printable area" or "Shrink to printable area", then click okay. You may need to repeat this process each time if your computer does not default to either the "Fit to printable area" or "Shrink to printable area" settings automatically.</p>	