



FUNDING CHECKLIST

AUTO LOAN / eContracting

- _____ Installment Loan Agreement, signed and dated
- _____ Completed Credit Application
- _____ Insurance Verification Form
- _____ Credit Approval Sheet
- _____ Title Application
- _____ Factory Invoice (New Vehicles)
- _____ KBB / NADA / Blackbook (Used Vehicles)
- _____ Service Contract, Maintenance Contract, Credit Insurance, Tire & Wheel, GAP *(if applicable)*
- _____ Lender Stipulated Documents *(if applicable)*

Business Deals Only

- _____ Appropriate Business Borrowing Resolution

State Specific Documents

- _____ IA – Damage Disclosure Form (Used Vehicle Only)
- _____ OH – Optional Credit Insurance Form
- _____ WI – Purchase Agreement
- _____ VT – Equity Disclosure completed by the customer

CPO Program

- _____ Manufacturer CPO certification with matching VIN

This document is a guideline only. Additional documentation may be required. Information is subject to change without notice.

LEASE

- _____ U.S. Bank Lease Agreement, signed and dated including:
 - Insurance verification including phone number
 - If contract box 8A is checked, a customer signed Itemization of Gross Capitalized Cost form
- _____ Completed U.S. Bank Lease Worksheet that matches the contract
- _____ Completed Credit Application
- _____ Credit Approval Sheet
- _____ Factory Invoice (New Vehicles)
- _____ Title Application
- _____ Optional Products Addendum *(if applicable)*
- _____ Service Contract, Maintenance Contract, Credit Insurance *(if applicable)*
- _____ Lender Stipulated Documents *(if applicable)*

Business Deals Only

- _____ Garaging Address Form
- _____ Appropriate Business Borrowing Resolution

State Specific Documents

- _____ TX – Lease Affidavit of Primarily Non-Income Producing Vehicle Use TX50-285
- _____ TX – Property Tax Guarantee Form *(if applicable)*
- _____ TX – Lenders and Members Form 1065 *(if applicable)*
- _____ CO – Statement of Sales Taxes Paid DR0026
- _____ OK – Receipt of Amount Paid *(if applicable)*

Used Leasing Program

- _____ U.S Bank Notice of Obligation Form for Excess Wear and Use
- _____ Invoice – Original invoice, original window sticker, like invoice

CPO Program

- _____ Manufacturer CPO certification with matching VIN