



Dealer Funding Checklist

The following documents are required for contract funding:

- *Original simple interest Retail Installment Sale Contract assigned to Elite Acceptance Corp.
Note: A separate Elite Acceptance Corp Assignment form is required if the contract is not assigned to Elite Acceptance Corp.
- *Completed Credit Application **signed by customer(s)**.
- Notice to Co-Signer (required when an application includes another applicant [Co-Buyer] in order to qualify).
- *Title/Lien Perfection Requirements:**
 - Option 1**
 - Completed and signed reassigned title or title application reflecting Elite Acceptance Corp as lienholder, **and**
 - Separate odometer statement, if an odometer field is not available or completed on the reassigned title or title application, **or**
 - Option 2**
 - Validated registration receipt reflecting Elite Acceptance Corp as lienholder, **and**
 - Separate odometer statement, if an odometer field is not available or completed on the validated registration receipt.
- *All applicable compliance documents must be included: Agreement to Provide Insurance, Pre-Contract Disclosure, Contract Cancellation Option (used), Vehicle History Disclosure (used), Buyers Guide (used), Foreign Language Acknowledgement, FICO Score Disclosure, Notice of Rewritten Contract (if applicable).
- *Copies of all purchased Ancillary Product Certificates.
Note: GAP and Extended Service Agreement documents must reflect Elite Acceptance Corp as lienholder.
- *Book Out Sheet for specific VIN contracted; to include trim and options (used) **or** Dealer Invoice (new).
- *Verification of Valid California Driver License.
Exception: Certain exceptions may apply to military applicants or individuals with a disability per the Americans with Disabilities Act.
- Personal References with complete name, phone number and relationship. Minimum (3) required.
- *Proof of Income (if required) must be within 45 days of the contract date.
- *Proof of Residency (if required) must be within 45 days of the contract date and must be in the applicant's name.
Note: Utility bills must not reflect a past due balance.
- *Miscellaneous Stips as listed on approval.
- Copy of dealer callback provided by Elite Acceptance Corp.

*If the required documents, noted above with an asterisk, are not included with the contract package in-house for funding or not received within 5 business days of receipt of the contract package, the contract package will be returned to the dealer.

Funding Department Contact Information:

- **Contract Package & Insurance Address:** 1485 River Park Dr., Suite 100, Sacramento, CA 95815
- **ELT Information (must be exact):** ELITE ACPT CORP, 2500 Auburn Blvd, Sacramento, CA 95821 (ELT ID: AKJ)
- **Funding Department Information:** Ph: 916-779-2909; Fax (Mon-Fri): 916-484-9320; Fax (Weekends): 916-290-0375

Dealer Name: _____, EAC Application #: _____