



# Dependable Credit Corp.

POB 686 Ardsley, N.Y. 10502

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Email [dcc@dependablecredit.com](mailto:dcc@dependablecredit.com) Website [www.dependablecredit.com](http://www.dependablecredit.com)

## DEALER LOAN CHECKLIST

(Include with every contract submitted for funding)

CUSTOMER NAME: \_\_\_\_\_

- RETAIL INSTALLMENT CONTRACT with original signatures in ink**; NY (Form # NYS23WSLC-31) or NJ (Form # NJ 23-SLC) or CT (Form #CT-23-SLC) or PA (form PA 23-SLC 3/28/2008) signed by all buyer/s and the selling Dealer (Original and Bank Copies).
- Original of **AGREEMENT TO PROVIDE INSURANCE**, for contracts that require full coverage insurance.
- Original/s of Customer/s' **CREDIT APPLICATION** forms from all buyer/s in the contract. (Must be legible, completed and signed.) Please note: any changes from the first application faxed must be approved by Dependable Credit Corp.
- Copy of **BILL OF SALE**, signed by buyer and selling dealer.
- Motor Vehicle Paperwork
  - Copy of **TITLE** (Front and Back)
  - Copy of NY **MV-82T** or NJ **REASSIGNMENT** or CT **Registration form #H-13** "verified" to show breakdown of DMV fees charged by CT DMV; or PA DMV form **MV-1** processed by DMV or service company; listing **Dependable Credit Corp.** as lien holder.

- NY lien number           **51005**
- NJ Corp Code           **26123-82311-05020**
- CT lien number       **\*\*NOT REQUIRED BY CT DMV\*\***
- PA lien number       **223-187-45601**

- PROOF OF INSURANCE** – DMV required liability insurance; copy of **Insurance ID Card**. Registrants on the vehicle must be any of the approved buyers on the application.
- Copy of **DRIVER'S LICENSE** from all customers (valid and readable).
- Reference Sheet**

**If required according to the approval faxed to you; the following must accompany the contract package:**

- Proof of full-coverage insurance, **INSURANCE BINDER** with a maximum of **\$1,000.00** deductible; listing **Dependable Credit Corp; POB 686 Ardsley, N.Y. 10502**, as loss payee.
- PAY-STUB** (most recent)
- W-2** (last year's)
- TELEPHONE BILL** (most recent)
- Others as required:
- \_\_\_\_\_

**\*\*\*MAKE PHOTOCOPY OF THIS FORM AND SUBMIT WITH ALL CONTRACTS.\*\*\***

**REVISED 01/15/2013**