

Mobility Credit Acceptance – Member of the Mobility Trust Group
Funding Document Checklist
Prime Program

- Contract: Must be either current LAW or Wolter Kluwers or Reynolds and Reynolds contract
 - Signed by customers and dealer
 - Assigned to:
Mobility Credit Acceptance
1108 East Main St., Suite 200
Richmond, VA 23219
- Copy of Valid Driver's License
 - Application and loan document prepared and signed LEGILBLY with the name as it appears on ID
- Insurance Binder and Completed Agreement to Provide Insurance
- Registration Application
 - Old Point National Bank PO Box 3392, Hampton, VA 23663
 - If ELT state, select ELT and provide correct number, these are listed on the Callback Sheet
- Signed Credit Application
 - Application Accepted on Dealer Track or RouteOne
 - Sign on all four lines if applying for joint credit
- Bill of Sale or Purchase Agreement
 - Must be Signed
- Copy of any After Market Products Purchased: *GAP Maximum is \$995, Warranties Minimum of 2 Years/24,000 Miles*
- Copy of Conversion Invoice
 - * VSI Fee – 89.00 Paid to Lee and Mason*
 - * Processing Fee of \$295.00 Paid to Mobility Credit Acceptance*
 - * Originals received within 3 business days of closing. Sent to:*
Mobility Credit Acceptance
1108 East Main St., Suite 200
Richmond, VA 23219
 - * Stipulations can be reviewed prior to delivery or can be sent with funding packets*

- Valid ID
 - __Valid ID: Driver's License, State Issued ID, or Passport

- POI – Proof of Income
 - __2/3 Pay Stubs: *Dates within 30 days*
 - __Award Letter for Retirement or SSI: *Bank statement clearly showing deposit*
 - __BFS Income, 2 years of tax returns, 2 years of 1099 forms, or 90 days of business banks statements

- POR – Proof of Residence
 - __Utility bill for both signers

- Loan Documents
 - Retail Installment Contract (Reynolds and Reynolds)
 - __Odometer Disclosure
 - __Dealer Application (Reynolds and Reynolds) submitted on RouteOne or Dealer Track
 - __Agreement to Provide Insurance (Reynolds and Reynolds): *Mobility Credit Acceptance listed as Lien Holder*
 - __Risk Based Pricing (Reynolds and Reynolds)
 - __Privacy Notice (Provided by Mobility)
 - __Third Party Authorization (Provided by Mobility)

- Dealer Documents
 - __Service Contract/Warranty Paperwork (if applicable)
 - __Gap Policy (if applicable)
 - __Mobility Work Invoice

Lender Fee

- Discount charged to the Dealer – Netted from proceeds
- \$199.00 VSI - Added to amount financed & charged to the customer
- \$295.00 Processing/UW Fee - Added to amount financed & charged to the customer

Lien Holder Information

Mailing Address:

Mobility Credit Acceptance
1108 East Main Street, Ste 200
Richmond, VA 23219

ELT #'s

FL – 262946849

GA – 101900720128

NV – MZ0126

PA – 46527526201

SC – 34973558

TX – 46527526200

NJ – 576009197232250

AZ - 465275262

VA – MZ0126

Secured Party # for WI - 131786

Tax Id # - 46-5275262