



Funding Checklist

Ph: (866) 202-6912

www.AmericanCreditAcceptance.com/Dealers

Please include: Completed Funding Checklist and copy of Approval with Funding Package.

Application Number: _____

Tier 1

Tier 2

Contracted structure must match approval

Buyer: _____ Co-Buyer: _____

<input checked="" type="checkbox"/> Legal Documents	
Name(s) on Legal Documents must match the name as it appears on the driver's license	
Retail Installment Contract	Original required; must be assigned to American Credit Acceptance, LLC
Notice to Co-signer (if applicable)	Federal Notice to Co-signer required in all states State Specific Notice to Co-signer – CA, IL, IA, NY, SC, TX Explanation of Guarantor's Obligation / Personal Obligation – IL, WI
Buyer's Order / Bill of Sale	Copy must be signed by all buyers
Title Application / Proof of Title	Title application must be accompanied by the front and back copy of the title. See Lien Holder Address below. Missouri only: Delivery of Title Affidavits (one for dealer and one for customer) must be accompanied by the front and back copy of the title, signed by the dealer as transferor.
Odometer Disclosure	Odometer reading as verified on disclosure must be consistent on all applicable documents
Credit Application	Acceptable versions: ACA, AppOne, DealerTrack, RouteOne Must be complete, original, and signed by each applicant
Ancillary Contracts (if applicable)	Original document; i.e., Service Contract, GAP, Maintenance, etc.

<input checked="" type="checkbox"/> Customer / Dealer Stips	
Bookout Sheet / Invoice	Accurately reflecting all collateral options
Driver's License	Valid copy of license required for each applicant
Proof of Income	Documents within 30 days of contract date matching the contracted applicant name and address. See Proof of Income document.
Proof of Residence	Documents within 30 days of contract date matching the contracted applicant name and address. See Proof of Residence document.
Buyer's Affirmation Form	Completed and signed by all buyers prior to signing Contract
Direct Landlord Contact <i>Required for all non-homeowners</i>	Landlord Name: _____ Landlord Phone Number: _____
Proof of Insurance	Insurance Binder / Declaration page listing contracted vehicle with Loss Payee .
	Insurance Co. Name
	Policy #
	Note: Full coverage (1000/1000) must be added prior to funding.
	Phone #
Reference Sheet	Five (5) Complete References

Dealer Support: (866) 202-6912 | Customer Support: (866) 544-3430

Lien Holder (Title App)	Loss Payee (Insurance)	Closing Packets sent via FedEx	Closing Packets sent via UPS or USPS
Call your Sales Representative, or visit www.AmericanCreditAcceptance.com/dealers/title for the correct address for your state.	American Credit Acceptance PO Box 4537 Carmel, IN 46082	American Credit Acceptance 4054 Willow Lake Blvd Suite 2096 Memphis, TN 38153	American Credit Acceptance 3268 Progress Way Suite 2096 Wilmington, OH 45177-7700

Dealership MUST complete:

Dealership Contact: _____ Dealership Contact Signature: _____