



Trailer Guidelines/Quick Guide

****NO INDIAN RESERVATIONS/TRIBAL LAND****

****Effective 06/15/2023****

ALL orders MUST be approved before unit leaves the dealer— if not, dealer will be responsible to purchase unit/contract.

Rent-to-Own amount Cap of \$25,000.00. If the unit is over \$25,000.00, the amount above \$25,000.00 (plus sales tax) will be placed in the Cost Reduction as a downpayment to reduce the amount to Rent-to-Own and to lower the monthly payment.

24-Month Contract – Payment Divisor 14.4 (60/40)

48-Month Contract – Payment Divisor 21.6 (45/55)

36-Month Contract – Payment Divisor 19.8 (55/45)

First Monies

- (Required) \$500.00 or 10% security deposit, whichever is greater.
- (Required) first month's rent.
- (Required) cost reduction if cost is greater than \$25,000.00.
- (Required) \$55.00 processing fee.
- (Optional) optional cost reduction can be paid to reduce the monthly payments.

Required Documents (ALL docs and pics MUST be clear and legible) – Name and address MUST match all docs.

- (Required) **Renter Driver's License** – Copy of Renter driver's license.
- (Required) **Co-Renter Driver's License** – If the contract has a co-renter, copy of co-Renter driver's license.
- (Required) **Proof of Insurance** – Current copy of insurance card (customer MUST be shown as driver on policy).
- (Required) **Vehicle Registration** – Copy of vehicles registration.
- (Required) **Tax Exemption Form** – If applicable, copy of valid tax exemption form.
- (Required) **Vehicle/Unit** – Picture of the vehicle and unit in clear view.
- (Required) **License Plate** – Picture of vehicle's license plate.
- (Required) **VIN/GPS Serial** – Picture of trailer VIN with the GPS serial number in view.
- (Required) **MSO** – Copy of MSO "Manufacturer Statement of Origin".

The dealer would be personally notified if the below items became required for their agreements, due to risk area.

- (Optional) **Utility Bill** – Copy of a recent utility bill.
- (Optional) **Vehicle/Unit/Customer** – Picture of customer with the vehicle and unit in clear view.
- (Optional) **Manufacturers' Invoice** – Copy of manufacturer's invoice.

If the customer or co-customer is not the one listed on the vehicle registration or insurance card, a copy of that person's driver's license must be uploaded as well.

Other Information

All orders MUST be approved before the customer leaves the property with the unit. If the dealer fails to follow proper due processes to approve the sale/order, the dealer will be responsible for either purchasing the order or the unit.

****Dealers utilizing Shed Suite do NOT have the ability to pay a Cost Reduction, ONLY ServicePad dealers.**

****We are NOT currently accepting contracts for residents living on Indian Reservations/Tribal Lands.**

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