DOCUMENT CHECKLIST

Send everything to info@remkoleasing.com.

STEP 1 TO GET APPROVED

Send these with your application.

- [ ] **Credit application**. Every owner
- [ ] **CDL, front and back**. Every owner
- [ ] **Last 3 months of business bank statements**. All pages
- [ ] **Articles, EIN letter and operating agreement**
- [ ] **USDOT and MC numbers**. Or your lease on agreement if you run under another carrier
- [ ] **Invoice, VIN, mileage and photos of the unit**
- [ ] **Green card or work permit**. Non citizens only
- [ ] **Last 2 years of tax returns**. Larger deals only

STEP 2 TO CLOSE AND FUND

All of these must be done before the money goes out.

- [ ] **Signed lease documents and personal guaranty**
- [ ] **Notarized power of attorney for the title**
- [ ] **Voided business check**. For automatic payments
- [ ] **Insurance certificate from your agent**. REMKO Leasing, LLC as loss payee and additional insured. $1,000,000 liability, $2,500 max deductible
- [ ] **Down payment by wire**
- [ ] **2 GPS units per unit, installed**. 2 on the truck, 2 on the trailer
- [ ] **Inspection photos of the unit**

STEP 3 FROM THE SELLER

We handle the seller. These must come in before funding.

- [ ] **Invoice made out to REMKO Leasing, LLC**
- [ ] **Title, front and back**
- [ ] **Lien payoff letter**. If there is a loan on the unit
- [ ] **Wire instructions and W-9**