



Rhode Island Loan Document Check-off List

- Contract signed by both *dealer* and the *customer*.

- Customers initials next to APR and Number of Payments.

- License(s).

- Greenwood Credit Union application signed or Application Authorization Form.

- Copy of signed TR-1, or Lien holder Statement form with GCU as lien holder.
 - Must be signed by applicant.

- Insurance Binder or Signed ATPI.
 - Both dealer and customer signatures are needed.

- Risk-Based Pricing Disclosure (Mandatory for every deal)

- Life, Accident, and Health Insurance Form (If Applicable).

- Copy of warranty (If Applicable).

- Copy of GAP (If Applicable).

- Factory Invoice (*Only* when the car is *New*).

- Bill of Sale.

- Share Account/Membership Information Form.

- Proof of Income (If Stipulated)

- References (If stipulated)

BEFORE SENDING CONTRACTS, PLEASE MAKE SURE EVERYTHING IS COMPLETE!