



NAVITAS
CREDIT CORP.

PARTNER FUNDING | CREDIT LENDING
A UNITED COMMUNITY BANK COMPANY

TITLING PROGRAM OVERVIEW

Prior to documenting the transaction:

- ♦ Fill out and return the Title Info Sheet completely and accurately (be sure to indicate if the taxes and/or DMV fees will be financed)
- ♦ Navitas sends the Title Info Sheet to our titling service (DDI) for a quote if tax and DMV fees are being financed
- ♦ The DMV titling fees should be added to the Amount Financed, and DDI added to the Pay Proceeds, if the tax and fees are being financed. Reminder: EFA only on titled transactions
- ♦ If the vendor is approved by Credit to do the titling they may include the DMV titling fee on their invoice
- ♦ Some states require the vendor to do the titling. Private parties may not handle the titling

Documents needed for titling process by Navitas and DDI:

- ♦ Copy of signed EFA
- ♦ Front and back of the current title
- ♦ Completed Title Info Sheet
- ♦ Insurance
- ♦ Signed Power of Attorneys
- ♦ Invoice/Bill of Sale



After contract is documented:

- ♦ Once ALL documentation is complete and submitted to Funding, Navitas will pursue the verbal
- ♦ To encourage vendor completion of requirements, 100% prefunding is suggested
- ♦ Navitas will pay the vendor and hold 50% of commission until entire process is complete
- ♦ Once original title is received, Navitas sends package to DDI, which forwards necessary documents to the customer's DMV
- ♦ If titling fees were financed, DDI sends the necessary payment to the DMV. If not, the customer must pay directly.
- ♦ Once the DMV indicates the process is complete (to include Navitas correctly listed as lien-holder on the title), Navitas releases the final commission