

# Vendor Document Request

Sales Representative				Request Type		Loan      Lease      Interim	
Contract ID Information				Internal Rate		Paper Docs      E Docs	
Customer Name						Customer Revenue	
Customer Address							
<b>DOCUMENT SIGNERS</b> (If More, Add to Special Instructions) <span style="float: right;">More Signers</span>							
Name		Title		Email		Cell Phone	
Guarantee	Yes      No	Guarantee Name					
<b>ASSET INFORMATION</b>							
Equipment Description							
Equipment Locations							
Used      New	Rental Company		Yes      No	Is Asset Titled?		Yes      No	State Titled
F.N.B. Trade	Yes      No	Payoff Amount					Payoff Attached
<b>LOAN/LEASE INFORMATION</b>							
Amount to Finance				Term		Reverse Points	Points Rate
Payment Frequency				In Advance      In Arrears		Skip Months	
Vendor (for multiple vendors, explain in Special Instructions)							
<b>DEAL FEES</b>							
IRC Payment				IRC Contact Name			
Additional IRC				Additional IRC Contact			
Doc Fee				UCC Fee	Fees Financed	Calculator Approval Attached	
<b>FUNDING INFORMATION</b>							
Funding Method				Wire Instructions On File			
Funding Conformation Name					Phone Number		
Is sales/use tax amount included in invoice?			Yes      No	If no, has a tax exemption certificate been provided?			Yes      No
If not exempt, how should sales tax be collected?			Upfront      On Stream		How is tax being paid?		
<b>SPECIAL INSTRUCTIONS</b>							