

EasyPay Leasing: Application Quick Start Guide

EasyPay Contact Information

Merchant Services:

Mon-Fri: 5am - 6pm PST
Sat: 5am - 5pm PST
(866) 337-2537

Customer Service:

Mon-Fri: 6am - 7pm PST
Sat: 7am - 12pm PST
(800) 447-6215

NOTE: Please add EasyPay Leasing, LLC to your store invoice as buyer/customer.

EasyPay Application Process

1. Store Associate: Log into your EasyPay Leasing Business Center using the following link:
<https://businesscenterx.easypayfinance.com>

2. Store Associate: To start an application, enter the customer's *Email/Mobile Phone Number, New In-Store Application*, or generate *QR Code* to scan.

New Application
Please select Application Type

- Email/Mobile
- In-Store
- QR Code

You have selected to send the application link to your customer via email or mobile phone. Please enter the required contact information below.

Enter customer email/mobile:

[Send Application](#)

3. Customer: After sending the link, the Customer will get a text message to begin their application. Customers scanning the QR Code will automatically be directed to *Get Started*.

4. Customer: For customers who received a text or email, direct them to the link to begin. After clicking the application link, proceed to the *Application Disclosures* and view *Example Cost of Leasing*.

Apply Now!
Before you start, make sure you have everything you need.
The application process should take about 10 minutes to complete.
We will ask you for your phone number, email address, and you will know immediately if you are approved for the lease.
What you will need to apply:
- Get phone: \$50/line
- Bank: \$100/line
- U.S. Government: \$100/line
- No 10 years or more
- No country restrictions
[Apply Now](#)

Example cost of leasing
This is an example of what the total cost of ownership might be for a \$5000 van. Your actual payment will vary.
You can see on the cost of ownership through our 90 Day to Own program.
36 payments of \$74.61
Cost price of van: \$10,000
12 months of leasing: \$2,400
Residual value: \$2,000
Cost of ownership: \$12,400
[Continue](#)

Application Disclosures
Before we move on, please review and acknowledge that you understand and consent to the following terms and conditions.
- By checking this box, I confirm that I have read and agree to the EasyPay Leasing Terms of Use, Privacy Policy, and other applicable policies. I agree to the use of my personal information for the purpose of providing me with the services and products offered by EasyPay Leasing, LLC.
- I understand that my lease agreement is subject to the terms and conditions of the lease agreement, which may be subject to change without notice.
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[Start Application](#)

5. Customer: The customer will enter their *Personal Details*. After completing this section the customer will get a verification email. After verifying email address, proceed to the *Address Details*.

Personal Details
First Name: []
Last Name: []
Date of Birth: []
SSN: []
Email: []
Phone: []

Address Details
Search for an address... (P.O. Box not allowed)
Enter a location:
Address Line 1: []
Address Line 2 (optional): []
City: []
State: []

Email Successfully Verified
Your email has been successfully verified. You can now continue with your application.
[Continue Application](#)

6. Customer: Next, the customer enters *Income and Banking Information*. They can connect their bank account using Plaid or enter details manually.

Income Details
What day of the week are you normally paid?
Select a day:
Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, Sunday
Your Net Income in your take home pay. Your take home pay is the amount you receive after deductions for taxes and benefits. If you have more than one job, you may combine both incomes.
Income Details
Annual Income: []
Monthly Income: []
How often do you get paid? (This does NOT designate your payment frequency)
Weekly, Every Other Week, Twice a Month, Monthly
[Continue](#)

Banking Information
Connect your bank account using Plaid or enter details manually.
[Connect Bank](#)
Plaid ID: []
Search for bank account:
Enter your bank details manually.
[Continue](#)

Payment Details
Your checking account information is used to help determine your eligibility. To qualify, individuals must have a checking account that is in good standing and has been active (deposits) for at least 90 days.
Change payment preference
Payment date: []
Payment amount: []
Note: You can change your preferred payment method now or at any time.
[Continue](#)

7. Customer: An application decision will be made and the customer will see their approval amount and the approval terms. Customer will get a text message to view the full approval terms.

Congratulations!
Your application has been approved for up to \$5,000.00.

EasyPay
Before you start, make sure you have everything you need.
The application process should take about 10 minutes to complete.
We will ask you for your phone number, email address, and you will know immediately if you are approved for the lease.
What you will need to apply:
- Get phone: \$50/line
- Bank: \$100/line
- U.S. Government: \$100/line
- No 10 years or more
- No country restrictions
[Apply Now](#)

Closing The Transaction

8. Store Associate: After the Customer has received an approval message, proceed back to your Business Center to close the transaction. Enter the details of our purchase which will generate the customer's lease invoice and our purchase receipt.

NOTE: DO NOT COLLECT SALES TAX. WE ARE THE PURCHASER AND THE SALE IS TAX EXEMPT. EasyPay Leasing is responsible for collecting & handling the applicable sales tax to the customer under the Lease. We calculate an estimated sales tax and estimated Regular Payment, details can be found on page 2 of the Lease Agreement.

9. Store Associate: It is important to verify the identity of the customer. Please ensure the info on the pop-up screen matches the customer's valid U.S. Government ID. This includes full name, date of birth, and complete address. The ID address must match the application. Consumers from another state are NOT eligible for a Lease in your state.

10. Customer: Now it's time to have the customer sign their lease agreement. At this point, the customer should have received a text message with a link to DocuSign. Confirm last 4 of SSN then proceed to DocuSign.

11. Customer: Customer Step: After the customer signs their EasyPay Leasing agreement, they will get a text message with a link to pay the required \$39 processing fee. After validating the last 4 of their SSN, the customer will continue to pay the processing fee. After the fee has been collected, the Merchant will finalize the transaction in the EasyPay Leasing Business Center.

12. Store Associate: The merchant will see a receipt of the processing fee that has been collected within the application details on the *Delivery* step.

NOTE: Do not continue with the application until the processing fee has been paid in full by the customer.

13. Store Associate: Once the customer receives the product(s), you will mark the item as delivered.

NOTE: Do not click *Mark as Delivered* until the customer has received our product(s) AND has paid the \$39 processing fee to EasyPay.

For information regarding EasyPay Leasing, visit www.easypayfinance.com/programs.