



Funding Package Checklist

Required Dealer Documentation **Loans are processed in the order received, BASED ON RECEIPT OF ALL REQUIRED DOCUMENTS.**

- ☐ **KLA Call Back Sheet with Application Number**
- ☐ **Contract** - Borrower Name(s) and address(es) must match current driver's license information **EXACTLY as shown on DL**
- ☐ **New Member Application** - All buyers must sign both the **TIN CERTIFICATION AND BACKUP WITHHOLDING INFORMATION** and the **AUTHORIZATION** sections.
- ☐ **Current Driver's License** - **CLEAR** copy (including picture) / **Name(s) and address(es) must exactly match all loan documents.**
DL Expiration Date MUST BE the Day after DOB. IF it is not the day after the DOB, additional documentation WILL be required.
NO PA ID IN LIEU OF VALID DRIVER'S LICENSE WILL BE ACCEPTED.
- ☐ **Signed Credit Application** - eSignatures require audit trail documentation validating identity of signer
- ☐ **Proof of Insurance** - Agent Name & Phone # on Fin. Responsibility ID Card or Binder or ATPI w/CU name & Loss payee address as shown below
- ☐ **Titlework** - Title, MV-1 with Credit Union FIN & name and address, ELT State Summary Sheet, OR Letter of Guaranty **with** MV-4.
- ☐ **Odometer Statement** - Required for Preowned vehicles if miles are not shown on proof of lien documents or Purchase Order
- ☐ **Invoice or Wholesale Bookout** - Must include VIN / 'Like Invoice' on Current Model Year Preowned when NADA not available
- ☐ **Signed Buyers Order** - Back end premiums must be disclosed
- ☐ **Proof of Any Products or Accessories Sold** - Back end contracts must list Credit Union as Liendholder, be signed buyer and be disclosed on the purchase order. Invoice Required for all Accessories
- ☐ **Deal Specific Stipulated Requirements** - Refer to Approval / Counteroffer for detailed requirements if any

Contracts requiring follow up and/or Returned Contracts may be assessed additional fees.

Lienholder Information

Allegent Community FCU 1001 Liberty Ave., Suite 100 Pittsburgh, PA 15222 412-642-2875 www.allegentfcu.org FIN: 25097791901 Loss Payee: P.O. Box 924181 Fort Worth, TX 76124	Century Heritage FCU 700 Regis Avenue Pittsburgh, PA 15236 412-650-2600 www.chfcu.org FIN: 25097932901 Loss Payee: P.O. Box 924188 Fort Worth, TX 76124	Clearview FCU 8805 University Blvd. Moon Twp., PA 15108 412-269-3061 www.clearviewfcu.org FIN: 52605181801 Loss Payee: P.O. Box 25521 Fort Worth, TX 76124	West-Aircomm FCU 485 Buffalo St. P.O. Box 568 Beaver, PA 15009 724-775-9630 www.westaircomm.com FIN: 24337970501 Loss Payee: P.O. Box 924390 Fort Worth, TX 76124	Widget FCU 2154 East Lake Road Erie, PA 16511 814-456-6231 x 115 www.widgetfinancial.com FIN: 25097421401
A & S FCU 2090 Brodhead Rd. Aliquippa, PA 15001 724-375-0248 www.asfederal.org FIN: 25097058501 NEW	Alcoa Pittsburgh FCU 201 Isabella St., Suite 100 Pittsburgh, PA 15212 412-553-3100 www.alcoapittfcu.org FIN: 24308319801	Arize FCU 650 Science Park Rd. State College, PA 16803 814-272-0657 www.arizefcu.org FIN: 25134822001	CHROME FCU PO Box 658 Canonsburg, PA 15317 724-228-2030 www.chromefcu.org FIN: 25613362001 Loss Payee: PO BOX 924197 Fort Worth, TX 76124	Galaxy FCU 1313 Liberty St. Franklin, PA 16323 814-432-1207 www.galaxyfcu.com FIN: 25097422501
Glass Cap FCU 241 N. Pittsburgh St. Connellsville, PA 15425 724-628-2424 www.glasscapfcu.com FIN: 25114271701	Greater Pittsburgh FCU 4415 Fifth Ave., Suite 100 Pittsburgh, PA 15213 412-621-6800 www.greaterpittsburghfcu.org FIN: 25108762201	Greater Pittsburgh Police FCU 1338 Chartiers Ave. Pittsburgh, PA 15220 412-922-4800 www.pittsburghpolicefcu.com FIN: 25097424901	Moonlight FCU 101 Deer Park Rd., PO Box 427 Worthington, PA 16262 724-297-3084 www.moonlightfcu.com FIN: 25102241901	New Alliance FCU 835 Merchant St. Ambridge, PA 15003 724-266-7675 www.newalliancefcu.com FIN: 25097181801
New Castle Bellco FCU 1011 Wilmington Ave. New Castle, PA 16101 724-654-8485 www.newcastlebellco.com FIN: 24338287301	New Directions Community CU 777 Allegheny Blvd Franklin, PA 16323 814-432-4091 www.newdirectionscu.com FIN: 24338150201 NEW	The One FCU 300 Arch St. Meadville, PA 16335 814-336-2794 www.onefcu.com FIN: 25100544101 (PA ONLY) New York ELT # 85269	Pheple FCU 708 State Route 119 Greensburg, PA 15601 724-834-5580 www.pheplefcu.org FIN: 25100667501	Priority First FCU 364 Midway Drive DuBois, PA 15801 814-371-4817 www.priorityfirstfcu.org FIN: 25120927001 Loss Payee: Box 924111 Fort Worth, TX 76124
SRU FCU 100 Arrowhead Drive Slippery Rock, PA 16057 724-794-6292 www.srufcu.org FIN: 25111500001	Stanwood Area FCU 444 Arona Rd. New Stanton, PA 15672 724-925-9505 www.stanwoodareafcufcu.org FIN: 25097425701	Top Tier FCU 144 Holiday Inn Rd. Clarion, PA 16214 814-226-5032 www.toptierfcu.org FIN: 25111550601	Tri Boro FCU 600 E. Eighth Ave. Munhall, PA 15120 412-461-3018 www.triboro-fcu.org FIN: 24338274701	United Community FCU 6010 Mountain View Dr. West Mifflin, PA 15122 412-653-8000 www.unitedcommunityfcu.org FIN: 25102457501
USSCO Johnstown FCU 532 Oakridge Drive Johnstown, PA 15904 814-266-4987 www.usscofcu.net FIN: 23138156901	USX FCU 1293 Freedom Rd., PO Box 1728 Cranberry Township, PA 16066 888-219-3159 www.usxfcufcu.org FIN: 25097075601 Loss Payee: P.O. Box 924137 Fort Worth, TX 76124 NEW	 	Valley 1st Community FCU 815 Schoonmaker Ave. Monessen, PA 15062 724-684-8875 www.valley1st.org FIN: 25097425401	Western PA FCU 2300 Freeport Rd, STE 15 New Kensington, PA 15068 724-339-0635 www.westernpafcu.org FIN: 23731849501 NEW