

**NEW MEXICO CHECKLIST FOR FUNDING PACKAGE**

Complete this form and submit with retail installment contract

Customer Name: \_\_\_\_\_ Dealer: \_\_\_\_\_ Log # \_\_\_\_\_

- Need original completed retail installment contract assigned by an authorized signer
- [Check website for acceptable retail installment contract form](#)
- All signers on contract must be on title
- Copy of signed credit application
- Insurance verification - required on unpaid balances over \$4,000
- Copy of front and back of customer's valid driver's license - I.D. required on all signers, **signature and name must match contract**
- Proof of residence for all buyers
- Copy of customer's current paystub (proof of income for self-employed)
- Copy of W-2, 1099 or signed [W-9](#) form
- Copy of odometer statement
- Copy of application for vehicle title and registration ("green slip") naming **Nationwide Cassel LLC** as lienholder
- Copy of buyer's order/bill of sale
- Signed [Supplemental Disclosure and Agreement form](#) (Rev 10/11)
- Six references listed below:

NAME	RELATIONSHIP (specify)	ADDRESS	PHONE
	Relative		
	Relative		
	Relative		
	Relative		
	Other		
	Other		

When applicable:

- Copy of co-signer's valid driver's license or I.D. - **signature and name must match contract**
- Copy of co-signer's signed credit application
- Copy of co-signer's current paystub (proof of income for self-employed)
- Copy of [approved service contract](#) and [GAP coverage](#) naming **Nationwide Cassel LLC** as lienholder
- Signed GAP (Debt Cancellation) Coverage form
- Signed form for any other back-end product
- Original signed federal [Notice to Co-signer form](#)
- Signed [Non-English Language Transaction form](#)
- 6 personal references on co-signer if living at different address
- [Voluntary authorization for automated car payment form](#)

This information furnished by: \_\_\_\_\_ Date: \_\_\_\_\_

SEND FUNDING PACKAGES & TITLES TO:  
**Nationwide Cassel LLC**  
**Attn: Funding Department (4th floor)**  
**3435 North Cicero Avenue**  
**Chicago, IL 60641**

SEND INSURANCE INFO TO:  
**Nationwide Cassel LLC**  
**Dept 5056**  
**P.O. Box 2350**  
**Coraopolis, PA 15108**

Funding occurs the next business day after contract is received and stipulations have been met.  
 All contracts are subject to verification with customer. All forms available at [www.nac-loans.com](http://www.nac-loans.com)

**LIENHOLDER INFORMATION**

According to the federal lien perfection provision, a dealer has 30 days from date of sale to perfect a lien. Please register **Nationwide Cassel LLC** as LIENHOLDER within that time.  
**We do not accept rebuilt, salvage, or flood titles.**

**AUTO INSURANCE COVERAGE**

Vehicle must be covered by physical damage insurance with loss payee payable to **Nationwide Cassel LLC** prior to purchase. **Unpaid balances over \$4,000 need a minimum term of 6 months and a maximum \$500 deductible.**