

The details make all the difference! When sending a Contract Package to TDAF, please use this quick reference checklist to ensure timely funding.

Contract

- ✓ Use the correct Contract as shown on the Retail Contract and State Title Code form (84-291-8457)
- ✓ Use the correct and complete lienholder/assignee name on the contract: **TD Auto Finance LLC**
- ✓ Provide all required signatures: dealer, customer and co-buyer (if applicable)
- ✓ Ensure contracts calculate correctly and are printer aligned with no blank lines
- ✓ Complete the “**paid to**” and “**paid for**” lines in the itemization for all products and fees financed
- ✓ Initial any strike overs or corrections: dealer, customer and co-buyer (if applicable) initials required



TIP! Absolutely no corrections can be made in the Fed Box - changes to the Fed Box require re-contract

Required Forms

- ✓ Completed Contract
- ✓ Decision / Deal Cover Sheet
- ✓ Title Work



TIP! Must list correct lien holder name and address

- ✓ Credit Application, must be completed and signed



TIP! Use an approved form as listed on the Accepted Credit Applications (84-291-8624)

- ✓ Invoice or Book Out Sheet For Used Vehicles (add-on invoice must be present, if applicable)

Additional Forms (When Applicable)

- ✓ Notice to Co-Signer
- ✓ Certified Pre-Owned Vehicle (CPOV) Certificate



TIP! Must include VIN, OEM (Original Equipment Manufacturer) and CPOV verbiage

- ✓ Copy of policy for any type of insurance or ancillary product, if applicable. Examples include:
 - Maintenance Agreement
 - Service Contract/Extended Warranties
 - Tire and Wheel
 - GAP (Guaranteed Asset Protection)
 - AHCL (Accidental Health/Credit Life)
- ✓ ACCI (Authorization to Conduct a Credit Investigation) check Accepted Credit Applications form (84-291-8624)
- ✓ Any State Required Forms

Stipulations

- ✓ Ensure all stipulations are met (e.g. references, proof of residence, proof of income, etc.)



TIP! If faxing additional documents, use the pre-filled Trailing Mail Cover sheet on TDAF Connect or the generic form (84-291-8199)

If you need assistance, please call 800-200-1513.
Our team of professionals is standing by, committed to making the first call the best call.

