

# EQUIPMENT CREDIT.COM

## HEAVY EQUIPMENT FINANCING

Fax or Copy and paste this to an e-mail. Send to your loan officer in the pay off department. Have payoff letter formatted with instructions below.

### Payoff Letter Worksheet

1. Include the lenders (payee's) name. This name must match the title holder's name for all titled equipment.
2. Please provide the physical address of the lender (payee).
3. The document must indicate that it is the Payoff Quotation.
4. The "Attention" must always read: **EQUIPMENTCREDIT.COM** and **lending partners**. Make sure that **the expiration date of the payoff is included**.
5. The payoff amount and per diem (if any) must be included.
6. Include the year, make, model, VIN for main asset and any mounted equipment.
7. Please ensure that document is signed and or originated by a loan officer in pay off department, **with direct contact phone number**.
8. Fax pay-off documents to: **F# 209-433-3554, E-mail Documents to [info@equipmentcredit.com](mailto:info@equipmentcredit.com)**

**Note: Financing of \$250,000 and over and some other circumstances may require:**

Please also be prepared to submit:

- Past two years' and current business financials (dated within 90 days)
- Past two years' personal tax returns
- Signed current personal financial statement for all guarantors
- 3-6 months of bank statements

*Note: Corp-Only transactions always require a full financial package.*

*Ask your EquipmentCredit.com loan officer for details.*