

Municipal Leasing Step-By-Step

(The “nuts & bolts” of the leasing process in 10 steps)

- State
- County
- Municipal



Municipal Leasing for Governments • Completed in Days — Not Weeks or Months!

- 1. Select Any Equipment, From Any Vendor** of your choice (using your best local, state contract or buying group pricing)
- 2. Request a One Page Lease-To-Own Quote** on any combination of Vehicles, Hardware, Software and/or Equipment. Our one-page quote will be on your desk within hours including payments and interest rates for multiple options that you request: Monthly, Quarterly, or Annual payments—in advance or up to 12 months after signing! Questions? **CALL ANYTIME!** Ready to move forward?
- 3. Apply!** Use our ONE PAGE APPLICATION for vehicles/equipment up to \$100,000 — no financial statements required. Over \$100,000? Use our two page application and provide your last 3 years of audits (or CAFR's), the dealer quote and your current budget. Submit everything by email PDF or fax. **E-Z!**
- 4. Fast Credit Review & Approval.** Most requests credit-approved in 2-3 business days.
- 5. Lease Documents.** The lease documents are drafted with all applicable lease terms and *overnight*ed to you. Our doc fee is \$687 or less. There are no points, no fees and no closing costs — NONE!
- 6. Review, Sign and Return** the documents to First Capital in our *prepaid overnight envelope*.
- 7. Place Your Order Directly with Your Vendor.** The equipment selection, pricing and ordering is 100% direct between YOU and THE VENDOR YOU SELECT. (First Capital does not sell equipment—our expertise is arranging low-cost financing for state, county & municipal governments like yours)
- 8. The Vendor Delivers, You Accept & Fax a Payment Authorization to us.** Whenever you are ready to release a payment. (Include the vendor invoice and proof of insurance)
- 9. Our Bank Pays Your Vendor Directly within 3 business days!** Our bank pays your vendor on your behalf within 3 business days by bank check, or bank wire transfer directly into their account—at *your specific instruction only*.
- 10. Disbursement Confirmations.** A copy of every bank check / wire transfer confirmation will be provided to you the following business day.

 First Capital Equipment Leasing Corp.
LeaseExperts.com

800-541-0114 • www.Municipal-Leasing.com

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Celebrating 34 Years
April 4, 2019