

Application Processing

A step-by-step submission to funding

- 1) Enter via @oncefinance or fax to De Lage Landen a completed credit application, signed by customer, including transaction information (equipment description, requested terms, etc.) Fax to 866 287 1176.
- 2) Our credit team will review the credit application and terms submitted for approval. Upon approval (between one and eight business hours after submission), a credit approval notification form will be faxed or e-mailed to your branch. Review the approval to confirm it matches the terms submitted.
- 3) If the credit application is incomplete or if the credit analyst is considering a decline due to poor credit, you may be contacted by phone to discuss the necessary information or terms necessary for approval.
- 4) After receiving the credit approval notification sheet use @oncefinance, fax or e-mail the document request form with the exact sale price, serial number (if known), estimated delivery date, etc. Fax to 866 287 1176. For an e-mail option, please contact our Documentation Specialist who will see that the documents are promptly e-mailed or overnighted to your branch.
- 5) Upon your receipt of the customer signed documents, return them to De Lage Landen with your invoice. Funding will occur within one business day of receipt of the completed documentation.

For more information, call your De Lage Landen sales representative or contact the Materials Handling business unit at:

Tel. 866 DLL LIFT
Fax 866 287 1176



**De Lage Landen Financial Services, Inc.
Materials Handling**

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